



# 2009 - 2010 CELINA BAND HANDBOOK

[www.celinaband.com](http://www.celinaband.com)

Rob O'Conner - Superintendent  
Donny O'Dell - Assistant Superintendent  
Wade Stanford - High School Principal  
Janet Calvert - Middle School Principal  
Russ Rutherford - Director of Bands  
Leah Cobb - Assistant Director  
Corey Gilmore - Percussion Coordinator

## **Preface**

Welcome to the CISD band program!! If this is your first year, congratulations on making the choice to participate in one of Celina's finest organizations! If you have previously been a member, welcome back to another year in the pursuit of musical excellence!! Our goal at the Celina band program is to give the highest quality of music education possible, and have fun making great music. In other words, it is hoped that your experience with CISD bands will provide you with memories that you will cherish for the rest of your life. Really!!

Along with our commitment of quality comes the necessity to make the student responsible for certain materials and behaviors, and accountable for learning those elements that are necessary to achieve those goals. Those items will be outlined for you in the pages that follow. Once again, WELCOME!!!!

Band Hall Phone: (469) 742-9119

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## **Communication**

In order to communicate effectively and efficiently with our band parents, we use our band website [www.celinaband.com](http://www.celinaband.com). This website is updated regularly for the high school and middle school and it is recommended that parents and students check it often.

You can also reach the directors by calling (469) 742-9119 or you can e-mail them at their band e-mail accounts.  
Russ Rutherford - [rrutherford@celinaband.com](mailto:rrutherford@celinaband.com), [rrutherford@celinaisd.com](mailto:rrutherford@celinaisd.com)  
Leah Cobb - [lecobb@celinaband.com](mailto:lecobb@celinaband.com), [lecobb@celinaisd.com](mailto:lecobb@celinaisd.com)  
Corey Gilmore - [cgilmore@celinaband.com](mailto:cgilmore@celinaband.com), [cgilmore@celinaisd.com](mailto:cgilmore@celinaisd.com)

## **Booster Club Information**

### **Membership**

It is hoped that all parents and friends of CISD Bands will take the opportunity to become members of the Celina Band Boosters. As a parent there is nothing that you can do (besides insisting that your child practice....discussed later) that will aid your child's band experience more directly than to join the booster club. Through this organization, you will help the band with representation, funding, activities, and encouragement. Please take the first available opportunity to join. Information can be attained at any booster club meeting, by contacting Nancy Thomas [bandboosters@celinaband.com](mailto:bandboosters@celinaband.com).

### **College Scholarships**

The Celina Band Boosters offer partial scholarships on a limited basis to seniors in the band program. Applications may be obtained from the band office.

## **Private Lessons**

Private lessons are an opportunity for your child to study individually with an instructor that specializes in your child's instrument. It is impossible to emphasize enough the value and importance of this part of a student's development. No band director can be an expert on every instrument. Even if that were possible, there isn't enough time to be able to give every student the individual attention that they need and deserve to reach their full potential. This is an excellent way to overcome this obstacle and greatly enrich your child's music experience. In addition, this provides the best possible opportunity for your child to prepare for and succeed in participation in solo and ensemble contests, auditions, and other such activities. Lastly, the relationship that develops between the teacher and student is very unique, in that the teacher spends time with him/her individually on a weekly basis. This forms a very strong rapport, and becomes a very important element in the child's life.

Lessons are given once per week at the band facility for a relatively low fee. Some scholarship assistance is available through the booster club and can be applied for by contacting the band office.

It is assumed that all students who participate in private in private lessons will participate in solo and ensemble contests. When a parent enrolls their child in private lessons, they are paying the instructor to develop that child to their fullest potential. The contest experience is an absolutely crucial element in that development, and cannot be replaced by any other activity. Exceptions to this should be made only as a result of a conference between the instructor, the parent, and the student. The band director based on the recommendation of the instructor reserves the right to disallow any student from participating as a result of lack of preparation, or other reasons as he/she sees fit. Instructors are advised to be in close communication with parents in these circumstances. Participation in the Celina Music Enrichment Program (private lessons) is NOT a mandatory requirement for participation in the band program.

## **Purchasing Instruments**

All interested students will be allowed to try several different instruments and chose which one fits them best physically, best uses their natural abilities, and is to their liking. It is critical that a student be correctly matched with an instrument!! Most students arrive with some idea of what they would like to play. Over half of them change their minds before the trial process is over. This procedure will take place during the latter part of the spring semester for the proceeding year.

There will be an evening announced that will enable the parents to come, meet the director, ask questions, and obtain instruments from the music company. A sincere effort will be made to conflict with as few other activities as possible. If a parent wants their child to be in band, but cannot make the meeting, it is imperative that they contact the director **before the night of the meeting**, so that other arrangements can be made. Items obtained at the meeting will include the instrument and accessories as described above.

Those who choose to do so are perfectly free to obtain instruments from other sources. We **STRONGLY** request that any instruments that are obtained from other sources are cleared with the band staff. There are numerous sub-standard instruments available from a variety of sources. Chances are that if the price is significantly less than what a reputable **MUSIC** company charges, there is a very good reason for that price difference. An inferior instrument will break quickly, and will not hold repair. In addition, they will frequently play significantly poorly and out of tune.

At such a time when a student and parent decide to purchase a “step-up” instrument, these instruments should be purchased through the band program. This is due to a substantial discount from what the parent can get by purchasing from a retail music dealer. Parents, please arrange a conference time with the band director to discuss the specific needs of your child. This will result in a purchase that will best fit his/her needs. CISD Bands will not be held accountable for purchases made by those persons who make purchases without assistance. Students who take private lessons should make instrument purchases under the close guidance of the private instructor!

## **Use of School Owned Instruments**

CISD Bands has an ever growing number of instruments available for student use. There is a yearly fee for the use of these instruments. This fee may be paid in its entirety at the beginning of the year. This fee is to help defray the cost of maintenance of the instrument.

Parents must sign the appropriate forms for issuing the instrument. It is preferred that the parent come to the band office to do this personally. Students may not sign alone for the use of any school owned instruments. All elements of liability are contained on the forms. Damage beyond normal wear and tear will be assessed as soon as possible after the instrument is returned to the district, and grade cards will be withheld until payment is made. Damage incurred to school instruments while the instrument is improperly unattended is the responsibility of the renter. Students who do not settle instrument fines will not be eligible for school instruments in the future.

The director reserves the right to consider academic and citizenship grades, and past band history when making the decision to issue a school instrument. Students must retain an average of 80 in band, and show consistency in passing all of their classes to be eligible for a school owned instrument. Those students who are issued instruments and fail to meet these guidelines will be placed on probation, and possibly have their instruments recalled. Parents may or may not receive notice concerning this matter.

## **Purchasing Supplies**

Supplies, such as reeds, oils, etc. may be purchased from the band office **with CASH ONLY!!!** We can no longer use the student account system, therefore students must have cash with them at the time of purchase. Purchases should be made at times other than immediately before, during, or immediately after class!

## **Classroom Supplies**

Students are responsible for having the following items at every class period:

1. Instrument (this includes reeds, and all supportive supplies)
2. Music
3. Pencil
4. Notebook

High school students will need a band ensemble method book, flip folder, lyre, (except percussion players) a new band travel shirt, marching shoes (purchase on uniform fitting day), black socks, and white gloves, and fanny pack.

Students also will need to purchase a pair of marching shoes. All students will need to purchase white gloves. New gloves will be required for homecoming and all marching contests. These may be purchased through the band office.

## **Practice Requirements**

Most students and parents are aware that success in learning a musical instrument is impossible without regular practice habits enforced. Exceptions to this are extremely rare. Learning to play an instrument is something that you can give your children for the rest of their lives. Adults are aware of the long-term value that children are not typically aware of. Innumerable times people will tell of how when they were children, their parents made them practice an instrument, absolutely against their will. However, later in life, when they had that skill, they were grateful over and over again for parents who made them follow through with their musical development.

Following are some suggestions for making this process a positive, rewarding one, instead of a daily battle:

1. Set a daily practice time. This should be at the same time every day. The student should know that the TV goes off, and it is at this time that they are expected to practice. The student should be in on the decision making process. They will have a better inclination to follow through if they feel like they helped make the decision. It also gives the parent some leverage over an unwilling student!
2. Be sure that they have a place that is conducive to them being able to concentrate, be uninterrupted, and have adequate space (especially for low brass players).
3. Be sure that the instrument is in proper repair. Nobody likes to practice with an instrument that is in disrepair and does not function or respond properly.
4. Set a time once a week (two nights before test night is best) for your child to play for you. Do not, however, force the child to play for anyone else unless he/she feels comfortable doing so.
5. ALWAYS be positive and encouraging to the student about how they sound, especially in front of other people. One negative comment can literally destroy a month of progress! Sincere praise can never be overdone!!!!

High school students should be practicing no less than 45 minutes per day, with a full hour preferred. The practice chart that is issued at the beginning of the year contains all the information that is needed about the required practice amounts for each letter grade level. Practice charts are due at the beginning of each week. They should be returned to the students by the end of the week to allow the students to fill them out over the weekend and turn them in again on the following Monday.

### Class times

High School students are expected to be in place and ready to start rehearsal at 6:45 during marching season, and 7:15 during concert season. Deviations from this schedule will be communicated with students in advance. Students who are tardy to class will fulfill the punishment requirements as outlined by the director, and approved by the building administrator.

This outline is as follows:

A penalty of one quarter mile run will be assessed for every minute that the student is late, up to ten minutes. After ten minutes, a penalty of one quarter mile every five minutes will be assessed. Students have one week from the tardy date to complete the penalty. After one week, a late penalty of one quarter mile per day will be added. Students will not be eligible to perform if late laps are past due. Students must either run the penalty for an officer present, or video record the running, copy it to a DVD and submit it to their designated officer. Students may also video record the running on a treadmill with the treadmill and the runner clearly visible, burn the recording on to a DVD and submit it to their designated officer. **Penalties run for parents or family members will not be counted.** Students that chose not to take care of tardy policy responsibilities will be referred to the office. Students have one "free" tardy per semester. (These do not accumulate.) This is to allow for the occasional flat tire, power outage, etc. that sometimes can happen. Students who arrive after the start of the regular school day will be responsible for the late penalty for the band program IN ADDITION to the punishment as specified in the CHS student code of conduct.

### Classroom Behavior and Discipline

This is perhaps the single most important area that will determine how successful a band program will be. It is the goal of all CISD Band staff that every student will have the best possible environment in which to learn. In order to attain this goal there are specific guidelines that will be followed in the classroom.

**Promptness** - Students are to be in their seats with all of the above described materials, and instruments ready to play when the tardy bell begins to ring. This includes valves oiled, slides greased, keys oiled, reeds attached, etc. Students who use class time to prepare instruments, or have instruments that will not perform correctly in rehearsal due to unpreparedness, will receive a tardy.

**Attentiveness** - Students are expected to be attentive at all times that class is in session, and will be held responsible for all information given from the podium. This includes instruction that is given to sections other than their own! The instructor has the option of repeating or not repeating instructions that were missed due to lack of attentiveness; pop quizzes may be given to reinforce this point. Students should be aware that distracting other students will result in disciplinary action. Outside materials such as homework from other classes, books, letters, etc. should not be out in rehearsal. Students who have beepers, cell phones, watches with alarms, or other auditory devices should have them turned **off** in rehearsal (inside and outside of the school day). These and other inappropriate items will be confiscated if they are seen or heard.

**Talking** - It is impossible for a student to be attentive to what is going on in rehearsal if he/she is talking, or if someone is talking to him/her. Talking in class will not be tolerated. If, however a student has a question, they may raise their hand and it will be answered at the first appropriate moment. The atmosphere of the classroom will be largely determined by how well the students can discipline themselves on this matter. Students should at **no time** volunteer any opinions regarding discipline to other students. This behavior will result in immediate disciplinary action. Any student who feels they have been disciplined unfairly may confer with the director in private after the class is concluded, or may set a conference with the instructor outside of class.

**Class Preparedness** - In order for any band program to succeed, students must practice and be prepared for all rehearsals. At times, specific assignments will be made. At other times, the student should assume that if the music is in the folder, they should be prepared to rehearse it when it is called. Reasonable amounts of time will be given for students to prepare music. Pop tests can and will be given to evaluate student' level of class preparedness.

**Consumables** - Food, candy, gum, etc. are strictly prohibited from the band hall. This is largely due to the potential damage to very expensive instruments and equipment. Warnings will rarely be given regarding this matter!

**Switching Instruments** - Due to liability pitfalls, students are forbidden to play other students' instruments without written consent of the parent. This consent should include a releasing of CISD from liability for the condition and welfare of the instrument.

**Care of Music** - Students are issued music for rehearsal, practice, and performance purposes. These copies are property of CISD Bands, and must be returned in acceptable condition. All music should be kept in a band folder. Music should never be folded, rolled, or placed loosely in an instrument case. Students are required to erase any and all pencil marks on their copies of music before they are turned in. Students who destroy, deface, or abuse music copies will be required to pay a replacement fee of 5 cents per copy.

**Band Hall Lockers** - Students are assigned lockers in the band hall for the storage of instruments and supplies that pertain to band. Students are not allowed to place non-approved items in band hall lockers. Approved items are: Instrument, music folder, and pencil. Students may **not** bring in outside locks and place them on band lockers. Any unauthorized locks will be removed and discarded at the student's expense. Students should not leave instruments in slots over weekends and holidays. All instruments must be out of the band hall over the summer break. Student who do not use their instrument slots for instrument storage should still check them daily for messages, returned papers, etc., especially those who take private lessons.

**Band Membership** - Students should come to class ready to rehearse, rather than ready to find the most creative ways possible to "get away with" breaking the rules. Our purpose is to become the best band possible, for ourselves, our school, and our community. If, upon self evaluation, the student realizes that this is not their goal, it is recommended that they re-evaluate their involvement in the CISD Band Program.

**Inappropriate Activities** - If a student engages in drugs, alcohol, or tobacco use or engages in criminal activity, said student may be subject to removal from the band program. This rule is effective regardless of whether the offense occurred on or off school property and/or during or outside of school related activities.

### **Course Content**

#### **Fall Semester**

- Basic marching skills
- Ensemble skills
- Students will begin learning solo and ensemble materials
- All-Region audition material

#### **Spring Semester**

- Students will refine technique, tone quality, and ensemble concepts
- Students will study solo literature and small ensemble literature
- Students will study major scales, minor scales, and more advanced music theory concepts

## Grading

- Grading will be per district policy.
- All performances will count as test grades (including football games and contests). Spring concerts and Christmas concerts will receive two test grades.
- Quizzes will be administered throughout each semester.
- Practice charts will be the main source of daily grades.

## Performance Attire

### **Game Attire**

The school district will provide each student with a marching band uniform. Students are responsible for insuring that uniforms are properly cared for and hung in the designated storage area. Uniforms will be cleaned periodically as instructed by the director. Students who choose to use a cleaning service other than the one provided must include the cleaning tag in the uniform bag when it is turned in no later than Wednesday of the following week. Points of inspection will be: cleaned; pressed; all buttons, accessories, etc. sewn and in place; proper shoes that are clean and ready; **band travel shirt** (no other shirts will be acceptable); black socks; clean white gloves; shako clean and properly in place. Make-up, if worn at all should be applied in a conservative manner. There should be no jewelry worn while in uniform. Students are responsible for any alterations that are required to make the uniform fit properly. Trousers should hang straight from the waist to the top of the foot, with an unbroken crease. Sleeves should hang straight from the shoulders so that the bottom of the sleeve comes to the bend of the joint of the thumb. Hair should not hang below the shako. Gentlemen should be clean shaven and have hair that is cut so as to be off the collar, and the ear lobe is clearly visible. Ladies may use barrettes if necessary (bobby pins may not be used). All points of inspection that are not passed will affect the student's grade for that game. Consumption of food or drinks are not allowed while in uniform. Equipment is too expensive and too costly to clean and repair to risk having food or drink items spilled on them.

### **Concert Attire**

High school students who have not already done so will need to purchase a black tie and cummerbund set. They may be purchased through the band office. The school will provide tux pants and a white pleated shirt. Please also provide your child with a pair of black socks and black shoes (no tennis shoes, please). Marching shoes may be used as concert performance shoes. Ladies may substitute black hose for black socks. These will be worn at all formal performances. Pants and shirts should be dry cleaned after each performance. Please inform dry cleaners **not** to write the student's name on the uniform! Tuxes will be turned in at the conclusion of the final formal performance of the school year. Students should bring an extra change of clothes to wear home from that performance.

With parents approval, ladies are encouraged to wear some make-up, due to stage lighting. Please abstain from wearing any fragrances! Ladies are also asked to wear their hair pulled back off of their faces. Gentlemen should be clean shaven and have hair that is cut so as to be off the collar, and the ear lobe is clearly visible.

### **Solo & Ensemble and Banquet Attire**

Young ladies will need to be in skirts and dresses. Gentlemen should have slacks, dress shirt, and a necktie. Neither girls nor boys should wear t-shirts, tennis shoes, or denim attire. Parents, please make sure that your son/daughter has the proper concert attire. If this presents a financial difficulty, please contact the director. Students should understand that this is a formal occasion, and the appropriate dress and behavior is required.

## **Performances**

Attendance at ALL performances is absolutely required. The performance itself is an extension of the classroom. Performances count as a test grade. The winter and spring concerts will count as two test grades and two performances. Exceptions will be made for deaths in the family, sickness, etc. In order for an absence due to illness to be excused, it **must** be documented!! A note from a doctor is preferred. The director may, upon request hear an appeal from the student and parent. Conflicts due to church related activities, religious beliefs, etc. should be brought to the attention of the director no later than the end of the first week of the semester of the conflict, or immediately upon availability of knowledge of the conflict. One unexcused absence will result in the lowering of the final band grade by 20 points (two letters) for that six week period. Two unexcused absences will result in a failing grade for the semester. If an unforeseen circumstance occurs that in the parent's opinion merits special consideration, a hearing may be arranged with the director and principal.

Students who are academically ineligible from performance participation will be asked to do extra assignments to offset any grade deductions. It is the responsibility of the student to acquire these assignments. Students who do not acquire the make-up assignments for missing a performance will take an unexcused absence from the performance!!!!

## **Solo and Ensemble Contests**

This opportunity is provided for students who wish to have the opportunity to develop their ability to play solo literature, become better acquainted with their instrument, and become a more independent player. Participation is **not** limited to those who are taking private lessons, although these students are easier to accommodate.

Participants will play a solo, usually with piano accompaniment, for a judge. The judge will give them a rating from one to five (one being the best) and several constructive comments on how they can improve their playing and/or performance. usually medals are awarded for a "one" rating. We will attend both UIL and non-UIL solo contest events. An accompanist can be provided for a fee that covers two rehearsals, the making of a tape of the accompaniment, and the contest itself. Students who wish to use their own accompanist may do so, upon approval by the director.

The school district will pay the entry fees for all participants. As a result, it is **very** important that participants be prepared for all contests. Students who commit to contest entry, then nullify their entry, either by choice, conflict, failing grade, or lack of preparation must reimburse the district for the entry fee. Please check the band calendar as you make plans for family and church events.

Dress for Solo and Ensemble contests is as follows: Young ladies will need to be in skirts or dresses. Gentlemen should have slacks, dress shirt, and a necktie. Neither girls nor boys should wear t-shirts, tennis shoes, or denim. Gentlemen should be clean shaven and have hair that is cut so as to be off the collar, and the ear lobe visible. Ladies should have their hair pulled back so that it is not in their eyes. Parents, please make sure that your son/daughter has the proper concert attire. If this presents a financial difficulty, please contact the director. Students should understand that this is a formal occasion, and the appropriate dress and behavior is required.

## Marching Band and Football Games

### Football Games and Marching Uniform Procedures

Attendance at football games when the band is playing is required, not optional!! These are considered to be performances, and are graded accordingly. Please review the section on performance attendance to be acquainted with the grading policy. Students who participate in football will participate as per the agreement between the coaching staff and the band staff. Students are expected to be prompt to all games. Arrival should be no later than the time assigned in class. Arrival time will generally be such that the students arrive at the playing field about two hours before the game. Students who are tardy may receive extra work, a lowering of the grade for that game, or both. Parents, please have your child at the game on time!! Students who play large school instruments are responsible to make arrangements with the band president to have their instruments transported to the game. These students are then responsible for loading their own instruments after the game.

Students are instructed to avoid playing any instruments other than their own, and then only when the band is playing. Playing out of turn is disturbing and sloppy, and is not the image that is healthy for the band program. Food or drinks are not allowed in the band area. Equipment is too expensive and too costly to clean and repair to risk having food or drink items spilled on them. Only band personnel are allowed in the band area, both home and away. This does not include boyfriends, girlfriends, little brothers and sisters, etc. Students are to give their full attention to the director, the game, and the band.

All high school band students will need to purchase a band polo. These will be worn on game days and during pep rallies with a pair of blue jeans. Other items, such as hats, will not be permitted with this outfit. Please leave these at home. Parents, please do your best to fit your child with a pair of jeans that are the dark blue or "indigo" color. Please refrain from the stone-washed or "pre-faded" jeans that are light blue or white. Band shirts and jeans will also be worn at other informal performances given by the band. Band shirts will be available through the band office.

The school district will provide each student with a marching band uniform. Students are responsible for insuring that uniforms are properly cared for and hung in the designated storage area no later than every Wednesday before a game. Uniforms will be cleaned periodically as instructed by the director. Students who choose to use a cleaning service other than the one provided must include the cleaning tag in the uniform bag when it is turned in on Wednesday. Points of inspection will be: cleaned; pressed; all buttons, accessories, etc. sewn and in place; proper shoes that are clean and ready; **band travel shirt** (no other shirts will be acceptable); black socks; clean white gloves; shako clean and properly in place. Make-up, if worn at all should be applied in a conservative manner. There should be no jewelry worn while in uniform. Students are responsible for any alterations that are required to make the uniform fit properly. These will likely be restricted to hems in the sleeves and trousers. Trousers should hang straight from the waist to the top of the foot, with an unbroken crease. Sleeves should hang straight from the shoulders so that the bottom of the sleeve comes to the bend of the joint of the thumb. Hair should not hang below the shako. Gentlemen should be clean shaven and have hair that is cut so as to be off the collar, and the ear lobe is clearly visible. Ladies may use barrettes may be used if necessary (bobby pins may not be used). All points of inspection that are not passed will affect the student's grade for that game. Food or drinks are not allowed in the band area. Equipment is too expensive and too costly to clean and repair to risk having food or drink items spilled on them. Only band personnel are allowed in the band area. This does not include boyfriends, girlfriends, little brothers and sisters, etc. This also applies to away games. Students are to give their full attention to the director, the game, and the band.

The uniform will be worn consistently throughout the band. Modifications to the amount of the uniform to be worn will be at the discretion of the director. **The CISD Band is a direct representative of Celina Schools. Any time students are in band attire, it is important that they conduct themselves in a manner that reflects a positive impression on the school district.**

Food or drinks are not allowed in the band area. Equipment is too expensive and too costly to clean and repair to risk having food or drink items spilled on them. Eating in uniform is prohibited. Students should eat before the game. Drinking of colored liquids (greens, reds, etc.) is also prohibited. There may be exceptions to this when the group has to eat together. These times will be evaluated and implemented by the director. Only band personnel are allowed in the band area. This does not include boyfriends, girlfriends, little brothers and sisters, etc. This also applies to away games. Students are to give their full attention to the director, the game, and the band.

### **Pre-Season Rehearsals**

Students are expected to attend pre-season practices as scheduled by the director. The pre-season schedule will be announced and will become official upon approval of the school calendar. All effort will be made to give parents some idea of the upcoming fall schedule no later than the Christmas concert. Students who choose not to attend these events may not be accepted in the CISD Band program.

### **Band Camp**

Band students will be expected to attend the pre-season camp. This camp will take place at the beginning of August in accordance with UIL regulations. Because of the way the calendar will sometimes fall, it may be necessary for the camp to extend through a weekend. When this situation arises, services will be provided at the camp. Parents who wish to retrieve students from the camp for services will be able to do so. Concerns regarding this matter may be directed to the head director. Students who choose not to attend the pre-season schedule will be excluded from participation in the band. Appeals to this may be directed to the head band director, and will be examined on a case by case basis.

The band boosters will be heavily involved in the organizing and execution of band camp. They will make available information regarding cost, needed supplies, and payment schedule. Students should be aware of approaching deadlines and make the effort to raise the needed fees. Most people around town will hire young people to do odd jobs, etc. in order to raise money for these types of events. Financial concerns regarding camp fees should be directed to the Booster Club and the head director by mid spring. Special needs will be discussed as they arise. It is our desire that no student will ever be excluded from the band program for financial reasons.

### **Two-a-day rehearsals**

The band will have two rehearsals per day between the end of band camp and the beginning of school. These rehearsals will usually consist of an early morning rehearsal on the practice field, and an afternoon rehearsal in the band hall. Students who have transportation difficulties should bring this information to the attention of the director in a timely manner. Students should bring instruments, a towel, and a water bottle to every morning rehearsal. Water will be provided. Students should not bring soft drinks to rehearsal. Attire for morning rehearsals will be the same as for an aerobic-type work-out. In order to avoid injury during marching work-outs, parents are strongly encouraged to provide their students with cross training footwear.

### **Evening rehearsals**

During the marching season, students will be expected to attend one evening rehearsal per week. This will generally be on the same day of the week throughout the season, and will be on the playing field. Students are responsible for keeping abreast of studies so that evening practices are not missed in order to "catch up." Attendance at these rehearsals are not excused for the purpose of work, social events, etc. Students who are in attendance during the school day are expected to be at the evening rehearsals. Church, and other such activities that conflict with the evening rehearsal schedule should be brought to the attention of both the director **and the sponsor of the conflicting activity**. Students who have an unexcused absence from rehearsals will have their weekly grade significantly lowered, and will be denied performance with the band during the following game. All students will be required to wear their band travel shirt to all evening marching rehearsals. Students who do not bring their shirts to evening rehearsals must purchase one before that rehearsal.

### **Band Trips**

The CISD Band Program tries to offer as many field trips as possible to its students. These trips are offered to students who meet eligibility and disciplinary requirements. Trips include but are not limited to contests, auditions, and other various activities.

Students' behavior is expected to be above question on all trips. Students are expected to know and follow all instructions from the director or sponsor. Students who behave, in the opinion of the director, in such a way as to negatively reflect on CISD Bands will receive suitable punishment, and possibly be sent immediately home at the parents expense. Very little tolerance will be extended in this area.

Dress code limits of the appropriate campus will remain intact on all school trips. Reasonable exceptions of this will exist for things such as swimming, etc.

### **Fundraisers**

Once per year, students will be asked to participate in a fund raiser to raise money for clinicians, guest bands, additional equipment, and various other expenses and projects. Since these funds benefit the entire band, all band students are encouraged to participate. If a parent does not wish their child to participate, please call the director at the band hall, or send a note with your child. Effort will be made to spend funds raised in band sponsored fund raisers on items that will benefit the entire band.

### **Officers and Student Leadership**

Student leadership is a vital part of a successful band program. Officers will be elected every year in accordance with the current procedure. Offices and duties are as follows:

**President**-attends to the operation of the officers; assigns equipment duties for rehearsals and performances; is primarily responsible for the transportation of all equipment; arranges all social events for the band, and coordinates all student working force for CSEC. The president is also responsible for assigning band student groups to each officer.

**Vice-President**- assists the president; sets the band formation for all performances and rehearsals. The vice president is also responsible for clean-up following all band activities both home and away.

**Secretary**- assists director and office aide with office duties as needed. The secretary is responsible for taking minutes of all officer meetings and keeping them on file in the band office. Other duties include leading the uniform and equipment check before every performance, and forming and keeping up with the log-in book.

**Librarian**-attends to all band library duties, and aids with copies and distribution of music as needed by the director. Extra copies of music should always be on hand for every performance.

**Quartermaster**-takes responsibility for all band equipment, including inventory, check-out and check-in.

**Upper Classmen Representative**- represents upper classmen to the band council; co-ordinates all theory peer-tutoring activities. Upper classmen representative also serves as a student representative at booster meetings.

**Lower Classmen Representative**-represents lower classmen to the band council; lower classmen representative is also responsible for public relations, especially regarding concert and performance promotion.

**Middle School Liaison**- makes a consistent presence with the middle school students. Also, the liaison is consistently available to the middle school director for the purpose of aiding the middle school program.

Officer duties are specified in detail in the officer handbook.

## Annual Events

Below is a short synopsis of many of the reoccurring events during the year. This list is in no way intended to be exhaustive, nor is it intended to replace the annual band calendar.

### July

- **Officer training and workdays** – Officer training and workdays will usually take place during July. During these sessions, officers perform duties assigned by the director in preparation for the upcoming year, and are trained to instruct the new students that will attend the new student orientation. Officers also receive general training at this time.
- **New Student Orientation** - this activity is for students whom have not previously attended this session, or have been assigned to repeat orientation. This includes students who joined the organization after the conclusion of the orientation during the previous year. These sessions are also open to returning students who want to receive a refresher course to improve their basic skills. Those returning students whom are attending the orientation sessions for skill refreshment are required to register their participation before the sessions begin.

### August (Please see the section on Pre-Season rehearsals)

- **Full Day Rehearsals** - intense sessions that prepare students for the upcoming season. Material will include marching and playing materials for fall season performances.
- **Band Camp** - required for all students who wish to march with the high school band. Students have the option to work to offset the cost for the camp, or pay the fee in full. Employment opportunities usually are available through the booster club. However, the booster club is not responsible for securing work opportunities for all students.
- **Attitude Concepts Seminar** - Held in Garland, Texas, this is an intense leadership training seminar for grades 9-12. It usually occurs around the 15<sup>th</sup>. This seminar is required for officers, and highly encouraged for other approved students.
- **Two-a-days/All days** – scheduled during the week in the interim between band camp and the beginning of school. This schedule will be available at the parents' meeting preceding band camp.

### September

- **Fun Day** - an event that is sponsored by the Celina Chamber of Commerce, and takes place on the end of the first week of September. Fun Day falls under the heading of a performance, and is required for all band members.

### October

- **UIL and invitational Marching Contests** - UIL allows for advancement from region to area on the even numbered years. Three bands will advance from area to state.

### November

- **ATSSB Barriers** - Students who wish to audition for the All-Region band must play the audition material for one of the faculty. This allows the staff to insure that students who are representing our school are prepared sufficiently for a positive experience.
- **Fall Sports Banquet** - The band is annually invited to the fall sports banquet. This is an important event and we are proud to share it with the fall athletes. Dress for the banquet is the same as for solo and ensemble contest: Young ladies will need to be in skirts or dresses. Gentlemen should have slacks, dress shirt, and a necktie. Neither girls or boys should wear denim, T-shirts, or tennis shoes. Parents,

please make sure that your son/daughter has the proper attire. If this presents a financial difficulty, please contact the director. Students should understand that this is a formal occasion, and the appropriate dress and behavior is required.

### **December**

- ***ATSSB All-Region Band Auditions*** - Students may choose to audition for the Association of Texas Small School Bands All- Region band. Audition music is available through the band office, and is posted on the ATSSB web site. Students who wish to audition must sign on the sign-up sheet in the band office before the deadline. In order to be eligible to audition, students must first pass a barrier hearing during the last week of November. High school students who score in the top of their sections (see the Region 3/20 page off of the state page) are named in to the All-Area band, and are then allowed to audition for the All-State band. Students who make the all state band travel to San Antonio in February for three days of clinics and then perform for the Texas Music Educators Association convention.

### **January**

- ***ATSSB Area Auditions*** - As stated above, students who score in the top of their sections as dictated by the ATSSB State board, are certified to audition for the All-State band. Auditions are usually in Abeline.

### **March**

- ***UIL Solo and Ensemble Contest*** - Students may choose to participate in this event. Those wishing to participate, will begin rehearsals with the accompanist about three weeks before the contest. Students who play a class one solo by memory, and receive a first division rating will be certified to go on to the Texas State Solo and Ensemble contest in May. Ensembles who receive a first division rating will also be certified. Ensembles do not have to be played by memory to be certified for state.
- ***UIL Concert and Sightreading contest*** - Both high school and middle school band will participate in this event. Students will perform prepared music as well as sightread at this event.
- ***ATSSB All-Region Jazz Auditions*** - All high school trumpet, saxophone, trombone, and rhythm section player may audition for this band. The clinic and concert is in April.

### **April**

- ***Celina Solo and Ensemble Contest (CSEC)*** - All students are highly encouraged to participate in this event. Students will play an appropriate solo, chosen by the director or private teacher with an accompanist. Students may choose to pay an accompanist fee and use the provided accompanist, or students may use their own accompanist. All accompanists must be approved by the director. Participation in CSEC may count toward the final exam grade. Students who receive a first division rating receive a grade of 100 for the solo portion of the final exam. Students who receive a second division rating will receive a 90 for the solo portion of the final exam. Students who do not perform in the CSEC will be allowed to play their solo for the class in order to receive the solo portion of the final exam grade.

### **May**

- ***Band Banquet*** - The Celina band boosters sponsor an annual banquet for the purpose of honoring those students who have participated in the Celina band program for the whole of the school year. Students are expected to attend. Dress for the banquet is as follows: Young ladies will need to be in skirts or dresses. Gentlemen should have slacks, dress shirt, and a necktie. Neither girls or boys should wear denim, T-shirts, or tennis shoes. Parents, please make sure that your son/daughter has the proper attire. If this presents a financial

difficulty, please contact the director. Students should understand that this is a formal occasion, and the appropriate dress and behavior is required.

- **High School Band Camp-out** - The high school band will travel to an approved site and spend the night camping out. This is strictly optional, and is intended as a fun way to cap off the school year.

### **Instrument Overviews**

Following is a brief synopsis of comments that are indigenous for each instrument. Parents, please read the section(s) that apply to your child(ren). If there are any questions, please feel free to contact the director at the Band Office.

All band students will need a metronome and a music stand in order to develop properly. These can be purchased through the band office for a nominal fee. Failure to supply these can result in poor physical and musical habits that can be difficult if not impossible to correct. Instruments should be taken to a qualified repairman every summer for cleaning, repairs, and adjustments. This will result in a much longer life span for the instrument, thus giving the parent a better return in their investment. The cost of doing this is far less than the cost of replacing a neglected instrument.

#### **FLUTE**

Playing the flute requires the use of large amounts of air. This, however does not exclude those who suffer from respiratory problems. If there is a concern, parents should consult their family physician.

Flute students should possess a cleaning rod and a cloth from the very beginning. If the instrument you obtained from a music company does not have a cleaning rod, contact the music company or the director. It is important to swab the instrument after each use to prevent pads from cracking and needing replacement. Parents should periodically check their child's flute to inspect condition of pads.

If there is a question or a concern, contact the director, or the private instructor. Care of the instrument requires a thorough swabbing, and wiping the instrument clean of water, oils, fingerprints, etc. immediately at the conclusion of a playing session.

#### **OBOE**

Learning to play the oboe requires an extra amount of patience and determination. Parents of oboe students will need to give extra amounts of encouragement, and extra amounts of praise even for small steps forward. These "extras" will pay off in many ways. The oboe sound is a crucial part of the overall band sound, and the oboe student sees many more opportunities than many of the other instruments due to the relative rarity of the instrument.

Oboe students should possess a reed case, at least three playable reeds, and a swab. Upon entering High School, oboe students should purchase reed making tools. It is almost impossible for a student to succeed at the oboe without private lessons. Besides the difficulty factor discussed above, oboe students need to be trained in the making of their own reeds. Both of these processes need the close scrutiny of a specialist.

Care of the instrument requires a thorough swabbing, and wiping the instrument clean of water, oils, fingerprints, etc. immediately at the conclusion of a playing session. Reeds should be stored properly in reed cases.

#### **BASSOON**

Bassoon students will need a swab, reed case, and at least three playable reeds. Upon entering high school, bassoon students should purchase reed making tools. Parents of bassoon students should check regularly and often to insure that students are taking proper care of the instrument. If the student fails to do so, expensive repairs are a certainty.

It is almost impossible for a student to succeed at the bassoon without private lessons. There are problems that are unique to the bassoon that are extremely difficult to address in a classroom situation. Also, bassoon students, like oboe students, need to be trained in the making of their own

reeds. Both of these processes need the close scrutiny of a specialist.

Care of the instrument requires a thorough swabbing, and wiping the instrument clean of water, oils fingerprints, etc. immediately at the conclusion of a playing session. Reeds should be stored properly in reed cases. **CLARINET**

Clarinet students will need a swab, four reeds, and a four compartment Reedguard, . These are all available through the band office, or from the music company at the time of the instrument purchase. Students are required to keep four good quality reeds on hand at all times. Students must be aware that reeds are not ready to play when they are new, but require a "breaking in" period. Two of the reeds in the Reedguard should be well broken in and ready to play. The student should be working on the other two during practice time. As a result, when a student breaks a reed or wears one out, there is another one ready to play, and a new reed is placed with the other reed to finish breaking in.

Please check periodically with your child to insure that they have four reeds at all times. Much rehearsal time is lost because a student breaks his/her only reed just prior to class time. Then, that student is several days of "breaking in" away from being able to play at their potential, because they are trying to play on a new reed. The ramifications of this same thing happening just prior to a concert could be disastrous!

Care of the instrument requires a thorough swabbing, and wiping the instrument clean of water, oils fingerprints, etc. immediately at the conclusion of a playing session. Reeds should be stored properly in reedguards, and should **never** be left on the mouthpiece. The mouthpiece cap should be placed on the mouthpiece for storage, and should also be kept over the reed during times when the instrument is assembled, but not being played.

## **SAXOPHONE**

All saxophone students will need a swab, 4 reeds, a 4 compartment Reedguard, and key oil. These are all available through the band office, or from the music company at the time of the instrument purchase. Students are required to keep 4 reeds on hand at all times. Students must be aware that reeds are not ready to play when they are new, but require a "breaking in" period. Two of the reeds in the Reedguard should be well broken in and ready to play. The student should be working on the other two during practice time. As a result, when a student breaks a reed or wears one out, there is another one ready to play, and a new reed is placed with the other reed to finish breaking in.

Please check periodically with your child to insure that they have four reeds at all times. Much rehearsal time is lost because a student breaks his/her only reed just prior to class time. Then, that student is several days of "breaking in" away from being able to play at their potential, because they are trying to play on a new reed. The ramifications of this same thing happening just prior to a concert could be disastrous!

Sax students will have the option of playing the tenor and baritone saxes upon invitation, and possibly audition from the conductor.

Care of the instrument requires a thorough swabbing, and wiping the instrument clean of water, oils fingerprints, etc. immediately at the conclusion of a playing session. Reeds should be stored properly in reedguards, and should **never** be left on the mouthpiece. The mouthpiece cap should be placed on the mouthpiece for storage, and should also be kept over the reed during times when the instrument is assembled, but not being played.

## **TRUMPET**

Trumpet students will need valve oil, slide grease, a mouthpiece brush, a rag, a polishing cloth, and a cleaning snake. These are all available through the band office, or through the music store. Students are expected to come to class with their instrument in playing condition. Oiling of valves and greasing of slides should be done at home or before rehearsal begins. Students who have an instrument that is ill prepared for rehearsal will receive a tardy.

(See Brass Cleaning Instructions Below)

## **FRENCH HORN**

French horn students will need valve oil, slide grease, a mouthpiece brush, a cleaning snake, a rag, and a polishing cloth. These are all available through the band office, or through the music store. Students are expected to come to class with their instrument in playing condition. Oiling of valves and greasing of slides should be done at home or before rehearsal begins. Students who have an instrument that is ill prepared for rehearsal will receive a tardy.

(See Brass Cleaning Instructions Below)

## **TROMBONE**

Trombone students will need slide **cream** (such as Superslick), a slide sprayer, tuning slide grease, a mouthpiece brush, a rag, a polishing cloth, and a cleaning snake. All of these items are available through the band office except the slide sprayer. It is recommended that rather than pay \$2.50 for a slide sprayer from the music company, parents should go to a discount store, such as Wal-Mart, purchase a sample size bottle of hair spray, clean it out **thoroughly** with soap and water, and use it for your slide sprayer. Not only is this cheaper, the hair spray bottles usually are smaller, and fit more easily into cases.

(See Brass Cleaning Instructions Below)

## **EUPHONIUM**

Euphoniums are available for use from the CISD Band program. Students are expected to maintain the instrument as if it were their own. Instruments are signed for by parents, indicating their willingness to be responsible for damages. For routine maintenance, euphonium players should have valve oil, slide grease, mouthpiece brush, cleaning snake, rag, and polishing cloth.

(See Brass Cleaning Instructions Below)

## **TUBA**

Tubas are available for use from the CISD Band program. Students are expected to maintain the instrument as if it were their own. Instruments are signed for by parents, indicating their willingness to be responsible for damages. For routine maintenance, tuba players should have valve oil, slide grease, mouthpiece brush, cleaning snake, rag, and polishing cloth. Tuba students are encouraged to also learn other bass instruments such as bass guitar and string bass when those instruments are available.

(See Brass Cleaning Instructions Below)

## **Brass Cleaning Instructions**

All brass students should be well acquainted with the procedure of bathing their instruments. It is as follows:

1. Place a towel in the bottom of a bath tub to protect the instrument from the tub surface.
2. Fill the tub with luke warm water. If the water is too hot, it will crack the lacquer and ruin the finish. If it is cold, it will not adequately cut the oils and greases. Tub should be full enough to completely cover the instrument.
3. Add enough mild detergent (Palmolive, Dawn, or other dishwashing detergent works quite well) that the water produces a generous amount of suds.
4. Disassemble the instrument, wipe off the surface oils and greases, and place each individual piece into the tub. Trumpets, euphoniums, and tubas should **not** place valve pistons in the water. Doing so will wet the felts, and cause them to decay. Valve pistons should be removed and placed **in order** on a level, safe surface.
5. Allow the instrument to soak for 20 to 30 minutes.
6. Take this time to clean the pistons. Using a soft cloth, wipe the piston carefully. Use a cotton swab if necessary to clean the portholes.
7. Using flexible cleaning snake, thoroughly brush the insides of all accessible tubing. Never force the brush around sharp bends or "crooks." Simply approach the bend from both sides, and insert the brush until it stops. Extreme care should be taken with valve casings. Scraping these with the cable part of the brush can score them, resulting in expensive repairs.
8. Remove each piece individually from the soapy water, rinse thoroughly, and dry.
9. Reapply appropriate lubricants, and reassemble.

10. If the instrument is going to be stored for a long period of time, it should be allowed to dry completely, inside and out before reassembly.

## **PERCUSSION**

Percussion is the most diversified and difficult of all the instrument choices. Percussion students must learn mallet instruments, snare, timpani, set, and all auxiliary percussion instruments. These students are carefully screened by audition at the beginner level. Private lessons are **STRONGLY** recommended for percussion players. These students become very visible in the High School Drum Line. Therefore, past behavior patterns are seriously considered before accepting students as percussion players.

Beginning percussion players acquire bell kits containing a set of concert bells, a stand, and a practice pad. The first year is spent primarily on the bell kit learning music reading and hand-eye coordination. Rudiments and drum technique are covered mainly in private lessons.

Percussion students are required to purchase an equipped mallet bag with a prescribed set of mallets and sticks. This bag will contain several varieties of mallets, concert sticks, and drum set sticks. The cost of the bell kits and the mallet bags are still under the cost of most of the other instruments. High School students will need to add a set of marching sticks and a pitch pipe to the mallet bag.

## Achievement Levels

Students who wish to advance their playing and musicianship beyond what is required in the band class may work to achieve performance levels under the following system. This is purely optional, and the only physical reward will be a certificate that will be awarded at the band banquet. Students are responsible for keeping a copy of the handbook that they used to achieve their level one. All future levelings may be achieved from that handbook and not be affected by subsequent changes. Students who do not do this will be required to use the current handbook. Any student who achieves a Level Eight will automatically be awarded a scholarship from the Celina Band Booster Club.

### **Scale exam procedure**

Students will be given three attempts to play each scale or scale series. All scales or scale series must be played with no mistakes to pass. Mistakes will be announced by the examiner by the declaration of the word "fault" at the point of the mistake. Faculty judgments are immediately final. Any student who tries to dispute the examiner will be automatically disqualified from the exam, and possibly the leveling process. All scales in level one or level two must be passed in the same exam. Scale series in level five and level six must be passed in complete keys. Students may attempt the exam as many times as time allows; however, any student who consistently schedules exams and is under prepared may be denied future examination. Exams must be scheduled in advance with the band faculty.

### **level one**

participate in the CISD band program for two years  
pass a test on ATSSB scales  
Score a 95% or above on a rhythm reading test  
Score a 100% on a note identification test

### **level two**

achieve level one  
Score 95% or above on a transposition test  
participate in the CISD band program for three years  
pass all major scales  
audition for ATSSB All-Region band  
participate in the Celina Solo and Ensemble Contest (CSEC) **as a soloist.**

### **level three**

achieve level two  
participate in the CISD band program for four years  
audition for ATSSB two years  
two years participation in CSEC **as a soloist.**

### **level four**

achieve level three  
participate in CISD band for four years  
audition for ATSSB three years  
three years participation in CSEC or two years CSEC and one year in UIL **as a soloist.**

**level five**

achieve level four  
participate in CISD band for four years  
audition for ATSSB three years  
two years participation in CSEC **as a soloist.**  
two years participation in UIL **as a soloist.**  
pass all ATSSB key area scale series  
make a 95% on an advanced rhythm reading test

**level six**

achieve level five  
pass all scale series  
complete five out of the following six:  
audition for ATSSB three years  
three years participation in CSEC **as a soloist.**  
three years participation in UIL **as a soloist.**  
make ATSSB all region band  
participate in Texas State Solo and Ensemble Contest (TSSEC) **as a soloist.**  
attend leadership camp

**level seven**

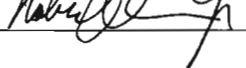
achieve level six  
serve as a band officer for two years  
perform jury examination  
complete five of the following six:  
audition for ATSSB three years  
four years participation in CSEC  
three years participation in UIL solo contest  
make ATSSB all region band  
participate in Texas State Solo and Ensemble Contest (TSSEC) **as a soloist.**  
attend leadership camp two years

**level eight**

achieve level seven  
serve as a band officer for three years  
perform jury recital  
pass a comprehensive theory and sight singing exam  
complete seven of the following nine:  
audition for ATSSB four years  
four years participation in CSEC **as a soloist.**  
three years participation in UIL **as a soloist.**  
make ATSSB all region band  
make ATSSB area band  
make ATSSB all state band  
participate in Texas State Solo and Ensemble Contest (TSSEC) **as a soloist**  
attend leadership camp three years  
rehearse, prepare, and conduct a band selection on the Spring Concert

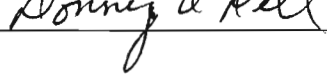
**Administrative Approval**

**Rob O'Conner**

Superintendent of Schools 


Date 10-30-09

**Donny O'Dell**

Asst. Superintendent of Schools 

Date 10/20/2009

**Wade Stanford**

Principal, Celina High School 

Date 10-15-09

