



**Handbook
2013-2014**

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Crockett Junior High

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HOW TO CONTACT THE BAND STAFF

With many students in the band program, the directors receive many calls and messages. Our goal is to respond to every message in a timely manner.

You may e-mail us at the following address:

Nathan Taylor, Head Band Director – nathan.taylor@ectorcountyisd.org

Sean Ellis, Assistant Band Director – sean.ellis@ectorcountyisd.org

Additional Contacts:

Bill Harden, Director of Bands – Odessa HS – billy.harden@ectorcountyisd.org

Steven Dojahn, Assistant HS Director – steven.dojahn@ectorcountyisd.org

Jimmy Olague, Assistant HS Director – jimmy.olague@ectorcountyisd.org

Call during a conference time: We are not always near a phone during this time, but it is the best time to try to reach us. We may use conference time for an emergency trip to the music store and other band-related errands. In general, we are teaching every period of the school day. Mr. Taylor's conference period is from 9:50-10:40 a.m. (2nd Period) and Mr. Ellis has his conference period from 8:54-9:45 a.m. (1st Period). Sometimes it is possible to reach us during passing time between classes. Regardless of what time you call, you may always leave a message on our voice mail and we will return your call as soon as possible.

Crockett Band Office (Mr. Taylor): 432-456-2704

Crockett Band Office (Mr. Ellis): 432-456-2750

Crockett Main Office: 432-456-0449

Crockett Fax in Main Office: 432-456-0448

Crockett Band Charms Website:

The Crockett Band is using CHARMS this year as our main source of communication. On this website parents/students will be able to view the current calendar, update any contact information, review handouts that are passed out in class, and communicate with the band directors. Go to www.charmsoffice.com to access Crockett Band information. The school code is: **CrockettJHBand** and all you need is your student ID number to log in.

The directors will also send out email-updates throughout the year as deadlines and events approach. **Please make sure that the directors have your current email address.** When information is sent home with your student, an email update with this information will follow.

PHILOSOPHY

The band program at Crockett Junior High, with the support of our principal, Mr. Mauricio Marquez operates under the following philosophy:

We believe that all students can learn to play a musical instrument to the level which represents their ability. Just as music enriches student's lives with opportunities for self-expression, creativity, emotional and aesthetic development, membership and participation in this organization will be an opportunity for students to learn valuable life skills such as responsibility, commitment, goal setting, self-discipline, teamwork, and leadership.

Music is an important element in the quality of everyday life - constantly around us and due to its prevalence in our society, the teaching of music is recognized as an important part of the traditional curriculum. Our goal is to provide the very best atmosphere for students to achieve the goals that are set before them.

STANDARDS OF BEHAVIOR

Standards of behavior ensure that the Crockett Band will establish and maintain a tradition of excellence and will protect students and equipment.

1. No gum, candy, food or drinks in the Band Hall.
2. Do not interfere with the directors' ability to teach or a students' ability to learn.
3. Students are not to touch or handle any equipment or instrument that they are not assigned to play by the school.
4. All required materials are to be brought to class each day.
5. Do not bring extra materials to your seat in rehearsal.
6. Students must be in their chair with instrument by the start of the class period.
7. Students should not leave their instrument unattended.
8. Instruments may be stored in their assigned band locker during the school day. Cases must be clearly labeled with the student's name. Other class materials are not allowed in the instrument storage areas. Keep lunches, gym clothes, and other belongings in your secured school locker.
9. Percussion instruments are only for the percussionists. All other students are to leave them alone.
10. As a security precaution, only band students are allowed in the band hall.
11. You will be expected to take your instrument home every day. Instruments shall be picked up immediately after school is dismissed. Athletes should make arrangements with directors for pick up and storage. If you leave school early, be sure to pick up your instrument before you leave.
12. If it becomes necessary to take your instrument to a repair shop, please remember to bring a note from home. There is always a strong possibility that we might be able provide a temporary instrument therefore bring all other materials needed for class.
13. All students will be required to keep a band notebook. Tests, notes, band rules, and all handouts will be kept in the band notebook. Other required materials include pencil, paper, and any accessory items needed for maintaining their instruments.

Consequences for violation of the above policies can include reminders, loss of privileges, detentions, teacher/parent conferences, office referrals, and removal from the band program.

HONOR AND SYMPHONIC BAND GRADING POLICY

Grades for Honor and Symphonic Bands are based on the following:

40% Daily Work

- Participation Grades, Daily Assignments, Pass Offs, Supply Checks, Instrument Maintenance Checks, and other assignments as given by the Band Directors.

60% Tests/Quizzes

Grades under this section will include:

- Attendance at performances – All performances are marked on the calendar as mandatory events. The events cannot be made up. See Attendance Policy.
- Attendance at rehearsals and clinics
- Attendance at weekly sectionals/playing test - Section rehearsal grades are 2 part; attendance and playing test. Students attending the section rehearsal but failing the test will receive a 50. Students present and passing the test will receive a 100. One section rehearsal can be made up during tutorial time before the last Tuesday of each grading period. However, the tutorial will not meet the educational value of the section rehearsal. Please make every effort to attend all section rehearsals. Any student wishing to change a 50 to a 100 may do so by re-performing the selection during a tutorial or by preparing a recording of the selection for a band director on or before the last Tuesday of the grading period.
- Daily/Test Grades - Non section rehearsal grades (daily) may consist of playing exams during band class or the returning of assignments. Some major assignments may be weighted heavier than others.
- Practice Cards – These will be given to every student, each six weeks period. There are several items that will need to be completed over the course of the six week period. Practice Cards will be turned in, signed by a parent or guardian at the end of every week of the six weeks for a test grade.

BEGINNING BAND GRADING POLICY

Grades for Beginning Band are based on the following:

40% Daily Work

- Participation Grades, Daily Assignments, Supply Checks, Instrument Maintenance Checks, and other assignments as given by the Band Director.

60% Tests/Quizzes

Grades under this section will include:

- Attendance at performances – All performances are marked on the calendar as mandatory events. The events cannot be made up. See Attendance Policy.
- Attendance at rehearsals and clinics
- Daily/Test grades - Daily grades consist of assignments and playing tests. A zero will be given to any student who is absent or refuses to take a playing test. Any playing test below 70 can be raised by re-performing the selection during an afterschool band tutorial for your band director on or before the Tuesday of the grading period.
- Practice Cards – These will be given to every student, each six weeks period. There are several items that will need to be completed over the course of the six week period. Practice Cards will be turned in, signed by a parent or guardian at the end of every week of the six weeks for a test grade.

ATTENDANCE POLICY

Any activity which is included in the course is considered curricular. Section rehearsals, performances, and clinics, are part of the course requirements and are, therefore, graded activities.

Unlike other core classes, it is not possible to make-up most of the activities that occur throughout the year in band. Attendance at all rehearsals, performances, and sectionals are **mandatory**. All absences must be approved in advance by the director. Advanced notice should be given at least three school days for morning and after school rehearsals and two weeks for performances. Only conflicts of a serious nature will be considered. If you absolutely must miss an activity due to an unavoidable conflict or family emergency, a written note explaining the situation by parent or guardian will be needed. Please submit the note in a timely manner. Requests will be reviewed and excused at the directors' discretion. Unexcused absences may result in the reassignment to a different part or role in the rehearsal or performance.

Performances are the center piece and focus of our program, when missed the students do not get to experience the fruits of their labor. Every member of our band is important. One missing member is like a missing link in a chain. You are important!

The majority of students who miss events, have missed due to the lack of planning or lack of communication. Most all absences can be avoided or excused by planning ahead. Many times a parent's schedule doesn't allow time to transport their student to these events. There are many ways to solve these problems ahead of time. Many parents have worked out a carpooling system with band members from their neighborhood. Carpooling works, if you plan ahead. Always plan ahead.

The success of our program is directly proportional to the overall attendance rate throughout the year. We can't teach an empty chair, and unlike football we don't have a bench. Every student is needed for our band to succeed. **Please make every effort to schedule your medical, dental, or other appointments around band activities and class time.**

BAND REQUIREMENTS

HONOR BAND

The Honor Band is Crockett Junior High's premier performing ensemble. They officially represent the school and will perform often throughout the year.

Students are also expected to practice the required amount to maintain the integrity and level of this organization. As this organization represents Crockett Junior High in many activities that are extra curricular in nature, it is necessary that each student maintain a 70 or higher in all classes and keep behavior at an exceptional level.

If a student is unable to fulfill these performances, academic and conduct obligations, the band director along with the counselors and principal will evaluate the situation and reassignment to a band with less demanding curricular and extra-curricular obligations may result.

ACTIVITIES INCLUDE:

- One section rehearsal per week held before or after school for 50 minutes
- Performances at school pep rallies
- Extra outside of school rehearsals as deemed necessary before a performance
- All-City/All-Region band auditions
- Formal Concerts
- Solo and Ensemble contest
- Clinics and rehearsals if scheduled outside of the school day
- Pre-UIL and UIL Concert & Sightreading Competition
- Invitational Contests
- Recruiting Concerts

SYMPHONIC BAND

The Symphonic Band is an intermediate ensemble at Crockett Junior High with preparation for Honor Band

as a primary objective. The course is designed to continue the musical growth of its members from the objectives of the previous year. Students may audition for All-City, provided they have met the academic requirements and are selected by the directors to perform. Students will combine with other performing groups throughout the year for various concerts.

Students are also expected to practice the required amount to maintain the integrity and level of this organization. As this organization represents Crockett Junior High in many activities that are extra curricular in nature, it is necessary that each student maintain a 70 or higher in all classes and keep behavior at an exceptional level.

ACTIVITIES INCLUDE:

- One section rehearsal per week held before or after school for 50 minutes
- Extra outside of school rehearsals as deemed necessary before a performance
- All-City band auditions
- Formal Concerts
- Solo and Ensemble contest
- Clinics and rehearsals if scheduled outside of the school day
- Invitational Contests

**PARTICIPATION IN THESE ACTIVITIES SHOULD NOT BE CONSIDERED OPTIONAL.
THEY ARE REQUIREMENTS FOR MEMBERSHIP IN THE
CROCKETT JUNIOR HIGH BANDS.**

SECTIONALS

Sectional rehearsals are vital to the success of our band program and are considered part of the students' grade. Every Honor Band member is required to attend a 1 hour sectional rehearsal once per week. It is during sectional time that the directors will be able to give student individual and instrument specific instruction that is not possible during the regular band class. Depending on the progress of our Symphonic Band, students may be required to attend sectionals outside of the school day. This would be in preparation for a UIL performance and will be determined by the Band Directors at a later date.

Sectionals are the single most critical factor to the success of the Crockett Bands, and attendance is very important. Please do not schedule appointments (i.e. orthodontist etc.) during section rehearsal time. If other unavoidable conflicts are brought to our attention in advance, they can usually be rescheduled. Students attending tutorials for other classes may attend tutorials every morning of the week except for the morning of sectionals. Other arrangements must be made on your section rehearsal day. We will try to avoid conflicts with other school functions.

Band Sectionals will be before school from 7:45 a.m. to 8:50 a.m. and after school from 4:15 p.m. to 5:15 p.m. depending on the instrument you play. Crockett JH Band and Athletics work together to insure that all students may attend both sectionals and athletic practices. If there are conflicts, please be aware that the band directors and coaches will work together to solve the problem. Please make arrangements for your child to be dropped off or picked up on time. If there is a problem with transportation, please notify the director in advance. If the director is aware of transportation problems, or other problems before hand, we will work together to resolve the conflict. Students absent from a section rehearsal without being previously excused will be penalized.

The schedule will be posted during the first week of each semester. This schedule may change to help facilitate athletics and unexpected conflicts.

BEGINNING BAND CLASS

The Beginning Band consists of first-year players. This is the most important year for a band member

because the student will learn 90% or more of what is necessary in order to be successful in playing an instrument. The band is split during the school day into like-instrument classes and will be combined for performances during the school year. A student in Beginning Band should always keep in mind that this is a preparatory course designed to ready him/her for participation in full band the following year.

ACTIVITIES INCLUDE:

- Extra outside of school rehearsals as deemed necessary before a performance
- Formal Concerts
- Solo and Ensemble contest
- Invitational Contests (possibility for advanced beginning students)
- Other performances and rehearsals deemed appropriate by the directors.

AFTER SCHOOL TUTORIALS

After school Tutorials will be held every Tuesday from 4:15-5:15 pm during the school year. Additional times can be scheduled with the Directors in advance. All band members are highly encouraged to attend these tutorials. This is a great time for students to receive individual specialized attention from one of the band directors. Students will receive help on instrument tone production, scales, solos, band music, and completion of lines in the textbook. **It is important to know that tutorials are not just for students who are failing. Tutorials are for students who want to get ahead and stay at the top of their sections.** It has been proven that students who attend tutorials become leaders of the band program, advance faster on their instrument, stay at the top of their sections, and have more fun in band. Please encourage your son or daughter to attend after school band tutorials.

BAND NOTEBOOK

ALL STUDENTS will be required to keep a black, three-ring binder, sheet music, and a rehearsal book for which they are responsible.

ALL STUDENTS must bring to practice and rehearsal the following equipment each day for the entire school year:

1. Instrument and all its necessary equipment (4 performance-quality reeds, drumsticks, oil)
2. Notebook/Music book
3. All music
4. Pencil and/or highlighter (any color)
5. Pencil bag to hold writing utensils, metronome, breathing tube, tuner, etc.

BAND EVENTS DEFINED

All-City Band Auditions: All-City Band Auditions take place in November. All Honor Band Members are required to prepare the music and scales for this audition. It is expected that both group's members will participate in the All-City audition. Students from the Odessa junior high schools participate in these auditions. The audition consists of memorized scales, two prepared pieces, and sight-reading. Students are judged by a panel of three to five judges who sit behind a partition to listen to each student perform their music. This process protects student anonymity and the integrity of the audition process. The top students are selected from these auditions and receive the honor of participating in the All-City Band Clinic and Concert. Selection to the All-City Band is one of the highest honors a junior high student can achieve. At Crockett, our philosophy emphasizes the improvement each student experiences as a result of participating in the All-City Band process. If your student qualifies for the All-City Band, they will also participate in a Clinic and Concert to be held in December.

Students will be required to play all scales and audition music for the band directors prior to the audition date. This is a major part of the grade of all Honor Band members during the fall semester.

Clinic/After School Rehearsal: A clinic is a band rehearsal held outside of normal school hours. Clinics are usually held in conjunction with the Band's preparation to perform in the various contests and festivals it attends during the spring semester. Well-known, highly respected band directors are brought in to work with the band during a clinic rehearsal. This allows students to be exposed to some of the finest directors in the field, thus augmenting the students' music education. Clinics also afford the band a more extended rehearsal period to supplement the 50 minutes that the class day offers.

Clinics are a very important part of our contest preparation and the musical growth of our students. Clinic attendance is required of all Honor and Symphonic Band Members.

Some After School Rehearsals will also be held during the school year to further prepare for our performances.

Concert: A concert is a non-competitive performance given as part of our curriculum. There is no admission charge. Family members and friends are encouraged to attend. Concerts are a state-mandated part of our curriculum and attendance is required of all students in the participating groups. Concert etiquette is also part of our curriculum. For this reason, Beginning Band members will be expected to remain in the audience for the Honor and Symphonic Band portion of the Christmas and Spring Concert and the Honor and Symphonic Bands will be required to sit in the audience for the Beginning Band portion of the concert.

Contest or Festival: A contest is a competitive performance. The Honor Band will participate in the UIL Concert and Sight-reading Contest in April.

Solo and Ensemble Contest: All Crockett Band students will participate in Solo and Ensemble Contest during the school year. The soloist or ensemble is judged on a scale of I (Superior), II (Excellent), III (Good), IV (Fair), V (Poor). Students that receive high marks are awarded a medal.

PARTICIPATION REQUIREMENTS

Each student must be eligible to participate in any extra-curricular activities such as band. Each student must meet the academic requirements set forth by the Texas University Interscholastic League (UIL) as well as the Forney Independent School District. If a student falls below passing, he/she will not be allowed to perform with the band at any UIL sanctioned event. (I.e. All-City, All-Region, Solo and Ensemble, Concert and Sightreading Contest etc.)

If a student falls below passing he/she will be required to attend tutoring to bring the grade up. In addition to the student's academic teacher, tutoring will be available through the band directors as well as other band students. It is preferred that the student receive tutoring **after** school since band sectionals for Honor and Symphonic Band are primarily before school during the week. Exceptions will be made if the teacher/tutor is only available before school.

INSTRUMENTS & EQUIPMENT

Students are encouraged to furnish their own instruments. School instruments are provided for students, based on need. Students are expected to furnish all supplies for their instrument and for class as well as a folding wire music stand for home practice.

Students are expected to use proper handling and care of school owned instruments. **If a student misuses or abuses a school owned instrument, he/she will be responsible for the cost of bringing the instrument back to its issued condition.** As a rule of thumb, students are responsible for repairs of school instruments, except normal wear and tear service. Crockett Junior High reserves the right to recall any loaned instrument in cases of misuse, lack of practice, and evidence of conduct unbecoming of a member of the organization.

Percussionists wishing to check out a piece of district owned equipment may do so through one of the directors. Percussionists should own a practice pad, bell kit, and all sticks/mallets. **Percussionists should**

never leave their own equipment in the band hall. Each percussionist will be assigned a place in the band hall to keep their stick bag.

Names should be clearly marked on all instrument cases!

FEEES FOR SCHOOL OWNED INSTRUMENTS

All students playing an instrument owned by Crockett Junior High will be required to pay a maintenance fee of \$50.00 per year (\$25 per semester). The fee is intended to help offset a small part of the normal repair and upkeep cost of these expensive school owned instruments. Fees should be paid by September 1. Make all checks payable to **Crockett Band**. **Please include student's name in the memo section**. All fees are non-refundable. If a student moves or is no longer part of the band program, they will not receive a refund. If a student enrolls in band after the start of the second semester, or changes to a school owned instrument at that time, their fee will still be \$50.00. No student will be prohibited from playing an instrument simply because they are unable to pay this fee. Contact the band directors if you need assistance.

APPLIED PRIVATE INSTRUCTION

It is the goal of the Crockett JH Band to provide the very best learning experience for each student. One of these experiences is the opportunity for a student to study privately with some of the finest professional musicians in West Texas. This enrichment opportunity is available to all students. Although it is not mandatory to study privately, the individual attention that the student receives generally improves the performance level of the student and also has a positive effect on the band in which the student participates. The key to success with this opportunity is to start early and continue throughout the year. For the convenience of students and parents, lessons may be taken during the band class or after school and are scheduled for one thirty minute period every week. If lessons are taken during the school day, the lesson time will be shortened slightly due to class period schedules. The cost for each lesson is \$20.00.

- ◆ Private Instruction Is Offered As Enrichment, NOT As Remedial Instruction.
- ◆ We Encourage Private Instruction to Promote the Complete Development of Each Student's Potential as a Musician.
- ◆ A Student's Placement in the Band Program, And His or Her Grades, Are Not Dependent Upon Participation in Private Lessons.

STUDENT'S/PARENT'S RESPONSIBILITIES TO THE PRIVATE TEACHER

1. Be fully prepared for each lesson.
2. Bring a pencil, method book, and any other required materials to each lesson.
3. Notify the private teacher 24 hours or more in advance in the event a lesson must be missed. Failure to do this results in an unexcused absence and the lesson must still be paid for. Excused absences by the student or the teacher shall be rescheduled or the money credited or refunded.
4. The cost for each lesson is \$20.00 and is payable directly to the individual private instructor.
5. Prompt payments will be greatly appreciated by the teachers. In many cases this is their sole source of income.

BAND CAMP INFORMATION

One of the many great opportunities during the summer is band camp. There are several offered throughout the state at college campuses. Students will be given an opportunity to fundraise for camp this year. If you have questions regarding specific band camps during the summer, please contact the band directors.

HANDBOOK ACKNOWLEDGMENT FORMS

Please return the following pages by 9/6/13.

Keep the handbook at home for your records.

Yes, there are a few pages that need information and signatures.
Thank you for your patience

Please use this as a checklist for making sure you have completed & signed the following forms:

1. **FIELD TRIP TRAVEL RELEASE FORM**
2. **HEALTH INFORMATION FORM**
3. **HANDBOOK ACKNOWLEDGEMENT FORM**

FIELD TRIP TRAVEL RELEASE

As the parent/guardian of _____, I hereby grant consent for him/her to participate in teacher and principal approved field trips with the Crockett JH Band during the 2012-2013 school year. It is my understanding that the school will advise me by written or verbal notification of the nature, date, and time of each trip or activity in sufficient time to enable me to communicate any withdrawal of consent for the specific trip or activity.

RELEASE AND CONSENT TO TREATMENT

I hereby release the Ector County Independent School District, its trustees, general superintendent, employees, and servants from any and all liability, damages, or claims resulting from such student being allowed to travel and/or participate in school-approved field trips, and I agree to hold them harmless from any damages or claims which might arise from injuries out of any act or omission on the part of the District, other than negligence in the operation of a motor vehicle, or the use of excessive force in the administration of discipline, pursuant to Article 6252-19 of Texas Tort Claims Act, and Section 21.912 of the Texas Education Code, as a result of such trip or activity.

In the event that the above-named student should, for any reason, require any minor medical or surgical treatment and/or medication while participating in approved field trip activities, I authorize the staff to take my child to an emergency room of the nearest hospital, and I further authorize the hospital and its medical staff to administer treatment as deemed necessary by them for the well-being of said student. It is understood, however, that if hospitalization or treatment of a more serious nature is required I will be contacted, if at all possible, for permission.

I have read and understand the above and I freely give my consent and permission of all things contained herein.

Parent Signature x _____ Date _____

HEALTH INFORMATION FORM

The purpose of the following information is to assist in obtaining prompt, appropriate medical care in case of illness or accident.

Student's Full Name _____ Home Phone _____

Guardian #1 _____ Work Phone _____

Guardian #2 _____ Work Phone _____

Emergency cellular phone number if applicable _____

Family Physician _____ Phone _____

INSURANCE INFORMATION

Company _____ Phone _____

Policy number _____ Person that insurance is listed under _____

Address _____

Name and phone numbers of persons to be contacted if parents are unavailable:

Medications student is allergic to:

Please give details concerning present or past health conditions which might present a problem for this student, i.e. allergies, asthma, diabetes, etc.

HANDBOOK ACKNOWLEDGEMENT FORM

***THIS PAGE SHALL BE RETURNED TO THE BAND DIRECTOR
AFTER READING THE HANDBOOK***

I have received the 2013-2014 Crockett JH Band Handbook. I understand that I am responsible for the policies and requirements outlined. I will do my best to uphold the standards and principles of the Crockett JH Band and fulfill my commitment to the organization of which I am a part.

Student's Printed Name

Student's Signature

Date

I have received and understand that I am responsible for the Crockett JH Band Handbook policies and guidelines covered in this handbook. I understand the requirements and needs for my child's performing ensemble as outlined in all of these pages.

Parent's Signature

Date