

**BAND**  
**SANTA FE**  
**JUNIOR HIGH**



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Santa Fe Junior High Band  
4132 Warpath Ave.  
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# Santa Fe Junior High Band Handbook

## 2024 – 2025

### **Introduction**

Welcome to the Santa Fe Junior High School band program! If you are a returning student then welcome back!

Greetings, my name is Mr. Cassidy, and I am very excited to be a part of the Santa Fe Band program. I can't wait to meet everyone and get to know you all. Mrs. Henderson and I have an exciting and rewarding year planned for you and cannot wait to get started, but first a little about myself.

I am a native of south-east Texas. While in high school I made All-State band twice performing in the top band at State. I graduated from the University of Houston. While there I performed with the UH Wind Ensemble and the UH Symphony orchestra and Texas Music Festival Orchestra. After college I served in the Army 5 ½ years performing with the Army Ground Forces Band (one of the Army's premier bands) stationed at the MACOM headquarters. I have been teaching 20 years and have taught in the Clear Creek ISD and Pasadena ISD with 16 years experience as head director. I am married with 5 children and live in Dickinson. All of my children are older with the youngest just recently graduated from Sam Houston. I absolutely love boating and saltwater fishing and spending time with my wife, kids and my 3 dogs.

### **Mission Statement**

We will make a positive difference in the lives of the band members by providing musical experiences and performances, and to assist them achieving their potential as they develop confidence, cooperation, leadership, responsibility, life skills and high standards of excellence and character. We will encourage a lifelong love for music and the arts by helping students find their passion.

### **Characteristics of a Santa Fe Band Member**

1. I am a valued and cherished member of this organization because of the unique and special qualities that only I possess.
2. Each day I will choose to use my talents, abilities, and character qualities to enhance my own growth and to nurture the growth of my fellow band members.
3. I will choose to behave in a manner that is consistent with good character.
4. In every situation I have the ability to choose my own response. My response will either conform to or contradict the internal set of values that governs my life.
5. I have the power to create my own environment by the choices I make in each moment. I am not a victim of anyone or anything. I do exactly what I want to do—no more, no less.

## **General Overview**

This handbook addresses the procedures, policies, and expectations for students in our levels of band—**Symphonic, Honor, Concert** and **Beginning Band**. Please read through this entire handbook, and take note of which policies apply to you.

If you are a Beginning Band student, we are pleased that you have chosen to start your musical journey by helping to establish a tradition of excellence for the Santa Fe band program. If you are a returning band student, welcome back! It is important that everyone understands our expectations, so that we may work together to be the best musicians possible. This handbook outlines the guidelines and expectations for making this year a rewarding and memorable experience.

Music is a performing art. Performance and the preparation for performance are essential to the art. Membership in a performing organization is a privilege. Each member of a performing organization has a responsibility to attend ALL rehearsals and ALL performances of the group. All students are vital to the success of the ensemble as a whole, and their presence is necessary to prepare for and execute a performance. Multiple unexcused absences from rehearsals and/or performances demonstrate a lack of dependability in accepting the responsibility of group membership, and can be grounds for moving a student to a non-performing class, if such a change is possible.

## **Join Remind101**

**Text this code @sfjrband23 to 81010**

The directors will communicate with students and parents in a variety of ways. REMIND101 is the primary source for information going home.

We will make announcements during class, but we will also send announcements to you in writing as far in advance of any obligation as possible. We carefully constructed it so that major band events, such as concerts, do not fall on school-sponsored athletic events (game days). Symphonic and Concert Bands, we will develop a schedule for section rehearsals that will minimize or even eliminate conflicts with before and after school athletic practices, as well as game days. The band directors and the athletic staff will work closely together to ensure that students may fully participate in the school activities that they want to be a part of at Santa Fe Junior High. If and when conflicts arise, please understand the necessity of informing us of them as soon as possible so that we have time to resolve or work around them in a timely manner. In return, we pledge to you that we will do the same. What follows is a list of our expectations in terms of rehearsals and performances. We will also attempt to work around other campus activities, such as NJHS, but we cannot guarantee that there will be no conflicts.

## **What We Expect of Our Students**

- Students in the Symphonic and Honor Bands will attend all section rehearsals as well as full ensemble rehearsals after school.
- Section rehearsals will be once per week.

Section rehearsals are a curricular extension of the instruction in the junior high band classes. They are a continuation of the pedagogical aspects of instrumental learning that started at the beginning band level.

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Occasionally, band events such as sectionals may conflict with another SFJH school event, in which case, the directors/sponsors of both groups will work with the student and the parent so that the student's and the group's best interests are met, provided that the student informs us of the conflict in a timely manner. Section rehearsal schedules will vary throughout the year, due to different students participating in different SFJH sports. Students must attend ALL rehearsals and ALL performances of the group in which they are a member. Failure to attend required rehearsals and/or performances is grounds to be excluded from band trip or for removal from the band program. An unexcused absence is one that the director has no prior knowledge of and/or is based upon a reason that is unacceptable to the director. An excused absence is one that the director has prior knowledge of and/or is based upon an acceptable reason. Being absent during the school day and then missing a sectional or performance is an example of an excused absence. Students in attendance during the school day are expected to attend their before and after school responsibilities. If you leave school early due to illness, etc., on a day when you have sectionals, it is your responsibility to inform the directors on your way out, so that we will know how to count your absence (excused). You will need to get your instrument, anyway.

### **Discipline**

All students are to conduct themselves properly at all times. Displays of temper, profanity, flagrant violation of rules, etc., will not be tolerated. Any behavior which is not conducive to good citizenship or which violates the Santa Fe ISD Student Code of Conduct may result in suspension from participation in the extracurricular activities of the organization (UIL contest, Solo and Ensemble Contest, TMEA All-Region Band, Band trips, etc..) or dismissal from the organization altogether. If necessary, additional measures may be taken through the school administration.

- ***Your instrument goes home every day.*** There is no shortcut to success. As they say, "Slow and steady wins the race."
- All members of performing organizations represent Santa Fe ISD, and the community. As such, when traveling to other locations on district transportation, all students are expected to:
  1. **Be on time**
  2. **Dress as directed (see Uniforms section)**
  3. **Avoid excessive noise on the bus and places we go**
  4. **Travel on the same bus for all segments of the trip**
  5. **Return equipment to its proper storage place upon returning to school**

**If a student is required to leave an off-campus event or activity, the student's parent or legal guardian must provide written notification to the director for the principal to sign at least three days prior to the event, and the student may leave **ONLY** with his/her parent or legal guardian. This policy is meant to protect the student, not to inconvenience the parent.**

## **Behavior, Discipline, and Classroom Procedures**

Our band program has very few “rules.” They are as follows:

1. Follow directions the first time they are given.
2. Follow all classroom routines and procedures.
3. Bring your instrument and all necessary materials to class every day.
4. Respect yourself and your property, as well as others and their property.
5. Non-band students are not allowed to be in the band hall at any time.
6. For your safety, no food, drinks, candy or gum in the band hall.

All students are to always conduct themselves properly. Displays of temper, profanity, flagrant violation of rules, etc., will not be tolerated. Any behavior which is not conducive to good citizenship or which violates the Santa Fe ISD Student Code of Conduct may result in suspension from participation in the extracurricular activities of the organization (UIL contest, Solo and Ensemble Contest, TMEA All-Region Band, Band trips, etc..) or dismissal from the organization altogether. If necessary, additional measures may be taken through the school administration.

## **GRADING PROCEDURES**

The grading policy for the SFJH Band will be as follows:

Warm-Up Grades: (10%) 2 Minute Warm-up, Instrumental Warm-up

Daily Grades: (40%) Supplies, Fundamentals, Participation and Playing tests

Major Grades: (50%) Performances and Activities

the student will be expected to reimburse the band department for the entry fees.

## **SCHOOL OWNED INSTRUMENTS AND EQUIPMENT**

The Santa Fe Band program owns a limited number of larger, more expensive instruments. These instruments are assigned to the students on the basis of ability and need. Instruments furnished by the school include: oboe, bass clarinet, bassoon, tenor saxophone, baritone saxophone, French horn, euphonium, tuba, and percussion instruments. It is the responsibility of the student to return the instrument in as good a condition as when it was issued. Report any damage or necessary repair immediately to the band directors regardless of the cause. Failure to properly care for school instruments will void the privilege of using them. ***Students using school owned instruments will be charged a \$50.00 maintenance fee.*** This fee will be used for general repairs and maintenance. It is due at the beginning of the school year. All equipment issued to your child is the property of Santa Fe ISD and must be maintained in good operating condition. Damages caused by neglect will be the responsibility of the student and his/her parents. Fees assessed will be the actual replacement cost or costs of repair of the damaged equipment or instrument.

## **Supplies Needed in Class**

All students in the Santa Fe band program will need to be prepared for class every day (this is one of our procedures listed earlier). This is done in several ways. First and foremost is to come to class having practiced your part or assignment adequately so that you may make a noticeable and positive contribution to the entire ensemble and to make individual playing improvement. Staying on top of your practice assignments in band will help you as an individual and your band as a whole have a more meaningful experience this year. “Cramming” your part just doesn’t work; have you ever heard of a farmer “cramming” his crops a few days before harvest? Materials you will need every day:

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1. Positive attitude
2. Pencil and a highlighter.
3. All music, in your binder (method books, etc., sheet music with measures numbered, etc.). The binder is provided through the band program.
4. Instrument (in proper playing condition) as well as any needed accessories (valve oil, extra reeds, slide spray bottle, etc.).
5. Percussionists will always have (and use) their own sticks/mallets that they will keep in their personal stick bag (have a name tag on your stick bag and your name on all your sticks/mallets).

### **Personal Property and Equipment**

Santa Fe does not provide insurance for individually owned equipment. See your homeowner's insurance policy for what is covered and under what conditions. Students will be assigned a particular place to keep their instruments during the day. It is the student's responsibility to keep his/her instrument in this assigned location during the day. We will attempt to make personalized nametags for students to use on their instrument cases. Students will need to make sure daily that they are taking their instrument home and not someone else's. Some instrument cases look identical to others. This is the reason for the personalized nametags. Students will be issued an instrument storage locker for their instrument. All instruments will be kept in the band hall during the school day. Under no circumstances is a student to keep his/her instrument in his/her packet pack or in another teacher's classroom.

### **UNIFORMS**

**Symphonic and Concert Band** students of the Santa Fe Junior High will have two separate uniforms. The first uniform will consist of a band shirt and jeans. This uniform will be used for pep rallies, football games, and field trips. The second uniform will consist of a white tuxedo shirt, solid black pants, black socks, and black dress shoes. This uniform will be our concert uniform used for the Winter Concert, Pre-UIL Concert, UIL Contest, and the Spring Concert. *Students in inappropriate attire will not receive full credit for that performance.*

**Beginning Band** students are required wear their band t-shirt and jeans for all performances and activities for the year. Shirts must be tucked in. No shorts allowed. *Students in inappropriate attire will not receive full credit for that performance.*

### **MEDICAL AND DENTAL APPOINTMENTS**

Please schedule dentist, doctor, and orthodontist office visits for times other than when you will be involved in rehearsal (including band class and/or section rehearsal) or a performance. Because of the group dynamic involved in membership in band, all students need to attend all rehearsals and performances. When someone is missing, the group is incomplete, and they miss out on working through complex passages, etc., and will be less able to participate the next time they are in attendance. We do recognize, however, that there are situations where this is impossible or unavoidable, such as an emergency. **Unless the doctor's appointment is due to a sudden illness or emergency, the absence will be considered unexcused.**

**Statement Regarding Braces/Orthodontia:** Wind players: If there are plans (even if it is only a consideration) for orthodontia (braces), please be mindful of the timing involved in getting them. Braces are

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a fact of life for many students, and if you should get braces, you will continue to be successful with them after the first week or so of getting them. It takes time to get used to them. For this reason, we only ask that you kindly consider not getting them put on (or removed, for that matter) in close proximity to performances (i.e. Region Band Auditions, Solo and Ensemble Contest, and UIL Concert and Sight reading Contest). Please inform us early of your intention to get braces (or get them taken off) so that you have adequate time to adjust to your “new” mouth. There is never a “good” time to get braces put on or taken off, but some times are worse than others.

### **FUNDRAISING**

Band fundraising projects are held periodically to help support the band program. This money is only used to support the band program and will directly support the students. Encouraging your child to participate is appreciated by all band members. Those students using school owned instruments have a special responsibility to fundraise.

### **CONTEST INFORMATION**

1. **All-Region Band** – a competitive event in which select students from the Santa Fe Band audition with students from surrounding areas for positions in the All-Region Band. Those students who are awarded a seat in the Region Band will be required to participate in a special clinic and concert with all of the other region band members on a following weekend.
2. **Solo Contest** – a competition in which band students play a solo for a judge to receive a rating. Students are rated on a scale of I to V (superior to poor) with a sheet of constructive comments to make them better players. All students are encouraged to participate.
3. **UIL Concert and Sightreading Contest** – a group contest in two parts for Symphonic and Concert Bands. The first part is the concert portion. Each band will perform a march and two other selections for three judges. The second part is a sight-reading portion. Bands that receive superior ratings in both parts of the contest receive the highest rating possible, a sweepstakes award. (Exact dates and times TBA)

### **BAND BOOSTER CLUB**

We are fortunate to have a district wide band booster organization. The main purpose of the booster club is to provide funds and support for the various projects in our band programs. Some of these projects include supplemental lesson scholarships, social activities, guest clinicians, senior scholarships, etc. It takes a great deal of work and cooperation from parents at all levels to accomplish our goals. We appreciate your help and support whenever possible. You, the parents, make it happen for your children. Please see the enclosed Band Booster Membership form for more information.

### **Band Social Activities and Spring Trips**

Students must meet the following requirements in order to attend these activities (like Schlitterbahn trip)

- Must attend the Winter and Spring concerts
- Participate in Pre-UIL or UIL (if applicable)

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- Must consistently participate in all classroom activities and follow all classroom procedures
- Attend after school rehearsals and sectionals
- Cannot have more than one ISS assignment per Semester
- Cannot be placed in DAEP or be suspended from school at any time
- All outstanding fees must be paid
- Must be academically eligible

### **Conclusion**

In the introduction to this handbook we stated that we want the best of all possible outcomes for all of our students and our ensembles this year. The concept of a team is captured in the acronym, T.E.A.M. “Together Everyone Achieves More.” Bands are a “team” – a group of people acting together toward a common goal.

- From time to time, issues may arise that are not covered in this handbook. When such issues are behavioral and conduct-based in nature, the director, the principal, and the fine arts director may exercise disciplinary action in accordance with school district policies. Such behavioral and conduct offenses may lead to dismissal from the organization.
- Discretion of the Band director/administration may be exercised in any situation that may/may not have been covered in this document. These decisions are final.

### **BAND FEE**

**\$35** SYMPHONIC band fee. This covers contest fees for 1<sup>st</sup> and 2<sup>nd</sup> semester

**\$15** HONOR and CONCERT band fee. This covers contest fees for 1<sup>st</sup> and 2<sup>nd</sup> semester

PLEASE RETURN this page signed



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Please detach this page from the packet  
Please include the appropriate BAND FEE with this page

I agree to follow all these rules and understand that violation of any of the rules may result in automatic dismissal or reprehension from the SFHS Band Organization. I know that the SFJHS Band Director(s) have complete discretion in determining which members may participate in SFHS Band activities and performances and have complete discretion over probation and dismissals. My signature indicates that I will comply with said rules.

\_\_\_\_\_  
Signature of Band Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

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To view the SFJH handbook

