



# Kitty Hawk Flyer Bands Band Handbook 2024-2025

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## FORWARD

Welcome to the beginning of another school year!

The purpose of this booklet is to serve as a guide and a source of information for students and parents regarding the Kitty Hawk Band program. Information, policies and clear expectations are the basis for good human relations and allow the teacher, parent and student to work together for the greatest benefit of the student.

Each band student and parent has the band handbook available to them electronically throughout the entirety of the year. It is important that it be shared between parent and student and key points be discussed for better understanding of the band program.

The rules outlined on the following pages are simple and sound. By abiding by these rules, you are fulfilling an obligation to your school, to your fellow band members, to your family, and to yourself. Only when every member of the band puts forth 100% effort can a band accomplish its goals in musical achievement and service to the school and community.

**Please take special notice of the sections dealing with attendance at functions, grading system, uniforms, and important dates.**

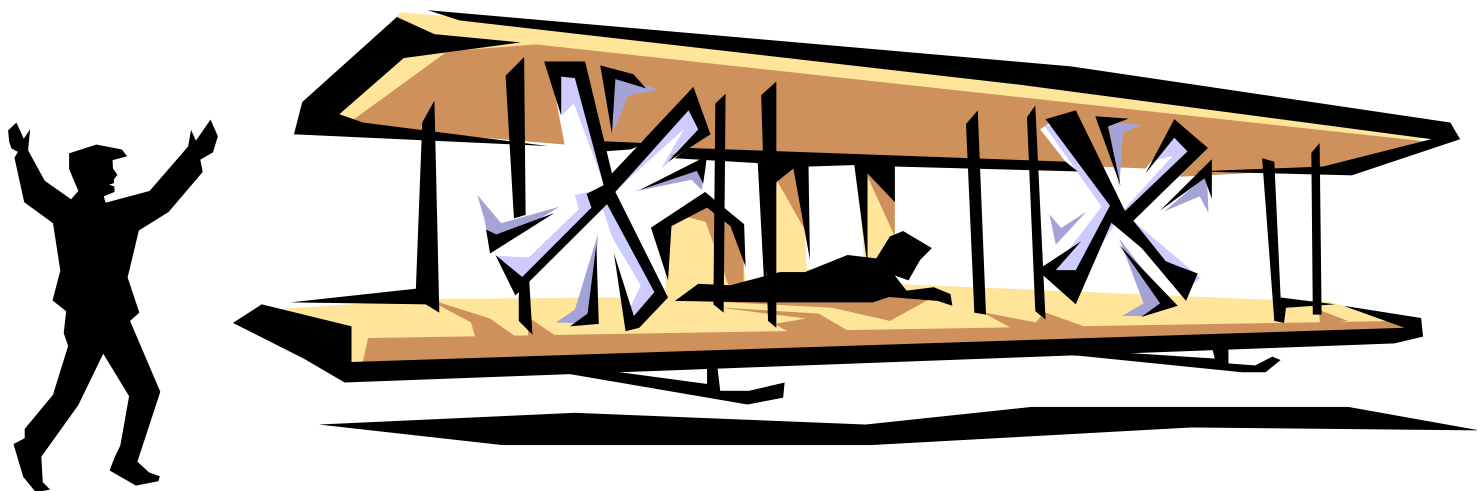
**There are two pages at the end that must be returned within one week of receipt of the handbook. Please make sure that you have filled out and signed all forms no later than Friday, August 30, 2024.**

Ms. Lacy Lansford                      Ms. Amber Childress  
Kitty Hawk Band Directors  
210-945-1220  
Extension 24617 (Lansford) or Extension 25145 (Childress)

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## **BAND DESCRIPTIONS AND EXPECTATIONS**

### **THE ADVANCED BANDS**

#### **Honors Band**

The Honors Band is the Varsity performing ensemble.

#### **Performance Expectations:**

- Summer Band, JISD Band Extravaganza, Fall, Holiday, Elementary Recruiting and Spring Concerts
- 1 Festival Competition
- UIL Evaluation
- Other performances as scheduled during the school year

#### **Requirements**

- Participation in ALL performances listed above and rehearsals prior to those performances
- Attend weekly sectional
- Participation in the TMEA Region 11 Band Auditions
- Participation in the KHMS Solo & Ensemble contest

#### **Symphonic and Concert Bands**

The Symphonic and Concert Bands are also Advanced Bands.

#### **Performance Expectations:**

- Summer Band, JISD Band Extravaganza, Fall, Holiday and Spring Concerts
- UIL Evaluation
- 1 Festival Competition
- Other performances as scheduled during the school year

#### **Requirements:**

- Participation in ALL performances listed above and rehearsals prior to those performances
- Participation in the TMEA Region 11 Band Auditions encouraged but not required
- Participation in the KHMS Solo & Ensemble Contest

#### **Jazz Band**

Jazz Band is a select organization that will meet outside of the regular school day. A limited instrumentation will be used and will be announced by Mrs. Childress. If necessary, there will be auditions.

Students who are selected as members of the Kitty Hawk Jazz Band must understand that it is important that they make every effort to attend all rehearsals. Lack of attendance without excuse will be cause for dismissal from the organization.

## **BEGINNING BAND**

The Beginning Band is a preparatory class designed for students with limited or no musical background. Students are allowed to examine, handle, and make sounds on instruments to find the one best suited for them.

### **Performance Expectations:**

- Fall Demonstration, Holiday, and Spring Concerts
- 1 Festival Competition

### **Requirements**

- Participation in ALL performances listed above and rehearsals prior to those performances
- Participation in KHMS Beginning Solo & Ensemble contest

## **ATTITUDE AND CONDUCT**

Being a member of a KHMS performing ensemble is a privilege. You are representing your organization, your school, and your community; therefore, your conduct is expected to be exemplary. Proper rehearsal and performance behavior will be expected at all times. Your attitude will affect your performance as well as that of the entire group. All students are expected to come to class each day prepared to learn and to allow others to learn. All students are expected to always be on-task in class as well as during any band sponsored activity. Failure to exhibit the proper attitude and conduct will result in a lower conduct grade as well as being placed on probation. Any infraction will be handled on an individual basis and may include parent contact and/or administrative referral. A second violation of any policy in this contract may result in an elective change and dismissal from the organization. Additionally, any student sent to alternative school may not be allowed back in band upon their return to KHMS. This will be handled on a case-by-case basis.

## **GRADING POLICY**

Band grades are earned in the same manner as any other class grade, that is, playing and written exams, and daily participation. Because Band is a team oriented, participatory activity, attendance at section rehearsals and at performances is also included in determining grades. The effort put forth by each student at every rehearsal and performance is evaluated and reflected in his/her grades.

### **A student's Nine Weeks grade will consist of the following parts:**

- Quizzes/Daily Assignments: 60%
  - Weekly sectional participation grade (Honors Band only)
  - Daily participation grades
  - Playing Quizzes (In Class and At Home Recordings on Canvas)
  - Written Quizzes
- Tests & Concerts: 40%
  - Playing Exams
  - Written Exams
  - Performance Grades

### **Section Rehearsals/Sectionals**

Sectionals are held regularly throughout the school year in the morning before classes or immediately after school. These rehearsals, when scheduled, are **mandatory** and count toward the student's participation grade. Students will receive passes to gain access to the band hall before and after school. Students must use their pass for the entire semester in which it is issued. We will make every reasonable attempt to avoid conflicts with other scheduled school activities. Any student who does not follow this policy will receive a zero for the Sectional Participation Grade.

### **Playing and Written Exams**

Both written and playing exams are administered throughout the grading period. Notification of exams will be made to students in advance; however, pop quizzes may be given at the discretion of the Band Directors. Playing tests and quizzes will be administered in person or submitted electronically. Students will play individually in class or submit recordings of their quiz for homework at the discretion of the band director.

### **Performances**

To share the gift of music with others and to meet the Texas Education Agency's essential element requirements, public performances are scheduled throughout the year. A preliminary calendar of events which includes such performances is in the back of this handbook. Attendance at performances is **mandatory**. Any student not following this policy will receive a zero for their Performance grade.

## **ATTENDANCE**

Attendance is required for **all rehearsals and public performances** in the Flyer Bands. One primary purpose of a band program is the preparation for and participation in public appearances. Unexcused absences may keep students from performing with the band, lower their seating, cause demotion to a lower band and affect their grade.

### **Public performances**

Most dates for public appearances are announced months in advance. Excused absences from public appearances will be granted in cases of genuine emergency only, such as serious illness of the student or death in the family. Please call if such an emergency arises. **Jobs, family trips, etc. do not justify absences.** Students who feel they have an excused absence, but do not discuss it with the director before the performance and miss the performance, will be disciplined on an individual basis. In the case of a last minute emergency, you are expected to call Ms. Lansford (945-1220 x24617) or Ms. Childress (945-1220 x24145) if at all possible. It is important that any absence is communicated to the band directors **BEFORE** the missed performance to be excused.

**An unexcused absence from any public appearance is profoundly serious and will be dealt with as an individual case.**

No person may remain in the performing band that is not faithful in attendance. The student will receive a grade of "0" for an unexcused absence. If the student is excused from the performance, he/she will be expected to make up this grade as the director sees fit. It is the student's responsibility to see the director for make-up work and to set up times with the directors.

### **Senate Bill 1**

Senate Bill 1, Education Code reads as follows:

Sec. 33.081 (c) "A student enrolled in a school district in this state shall be suspended from participation in any extracurricular activity sponsored or sanctioned by the school district during the grade reporting period after a grade reporting period in which the student received a grade lower than the equivalent of 70 on a scale of 100 in any academic class. A suspension continues for at least three weeks and is not removed during the school year until the conditions of Subsection (d) are met.

(d).....a school district shall review the grades of a student under subsection (c) at the end of each three-week period following the date on which the suspension began. At the time of a review, the suspension is removed if the student's grade in each class is equal to or greater than the equivalent of 70 on a scale of 100."

Extracurricular activities as stated above include All-Region Band, Solo and Ensemble contest, Band festivals, and certain special concerts. All students are eligible to play in the concerts that are given on campus throughout the school year.



## **REHEARSAL AND DAILY PROCEDURES**

The following are the guidelines to a successful rehearsal. These guidelines should be followed.

1. Enter the rehearsal hall courteously and orderly.
2. Book bags and back packs must be stored in the student's band locker or hung on the back of the student's chair.
3. Any equipment not needed for rehearsal should be left in the instrument lockers. Flute, oboe, or clarinet instrument cases are to be placed on the right side of the student's chair. All other instrument cases should be left in the instrument lockers.
4. Students will not play their instruments until the band director instructs them to do so; nor will students play other students' instruments (this includes percussion).
5. Members should bring the following to each rehearsal:
  - Instrument
  - 1" black Band Binder with pencil pouch
  - All music and music books
  - Pencils
  - Any accessories needed (mutes, reeds, valve oil, etc.)
6. **YOU MUST HAVE A PENCIL ON YOUR STAND!**
7. Students will be considered tardy if they are not inside the main band doors when the tardy bell rings.
8. Hold all questions for the band director for the end of class. Read the agenda or ask your section leader if you need immediate clarification. There will be a designated time at the end of rehearsal for questions.
9. If you must enter a rehearsal late, or leave during a rehearsal, wait until the band stops playing to move in or out.
10. **If your instrument is in the shop, you must bring a note from home.** You are still expected to attend all rehearsals. Keep your mouthpiece and/or reeds with you; we may be able to supply a temporary instrument.
11. If you go home sick, come to the band hall, and get your instrument and music before you leave.
12. At the end of the school day, come to the band hall first, or as soon as possible, to get your instrument. If you come late, you will interfere with a rehearsal. If you must enter during a rehearsal, do so quietly.

## **BAND HALL RULES**

1. **Absolutely no gum in the band hall under any circumstances.**
2. No food or drinks are allowed in the band hall.
3. Leave the band hall neater than you found it.
4. **Music stands are for music. They are not to be leaned on or abused in any way.**
5. Once initial assembly instruction has taken place, all instruments are expected to go home daily for daily practice.
6. Students who do not bring instruments to school will have points deducted from their final averages, will do a written assignment in class, or may be dismissed from band.
7. Students are expected to be attentive and quiet during rehearsal. Side talking must be kept to a minimum.
8. If you have a question, raise your hand, and wait to be called on. **Make eye contact** whenever speaking to someone, especially adults.

## **CONCERT ETIQUETTE**

Since performance is a major objective of any band, concert etiquette must be learned and practiced.

1. While in the audience, one should remain seated until the end of the performance. Having people walk around is very distracting to the performers and to other members of the audience.
2. To allow others to enjoy a performance, there should be no talking during a performance.
3. At the end of each selection, the audience should applaud. Shouting or whistling is not acceptable.
4. Immediately leave the performance if you have a crying baby or a noisy child. Recordings are usually being made of the performance and the noise is distracting to those around you.

Hopefully, all students will appreciate the opportunity to hear other groups perform. Should there be a problem with any student during a concert, points will be deducted from the student's participation and performance grades.

## **STUDENT OFFICERS**

Officers must be of above average leadership ability; be dependable; show loyalty to the band, directors, and other officers; be of good character; be able to accept responsibility; carry out assigned duties; be able to inspire the best work of the band and do the best work possible.

Candidates for band office must have the same grade qualifications as candidates for student council (see student handbook).

The students must submit a petition, in writing, by the deadline set stating their intentions to run for office and signed by them.

Officers are:

- President, (limited to 8th grade Honors Band)
- Vice-president
- Secretary
- Reporter-Historian
- Quartermaster
- Representatives will be selected from the Symphonic and Concert Bands

## **REGION BAND**

Region XI sponsors a program to honor the outstanding middle school band students from throughout the region. Members of the Region Band are selected based on an audition of scales and prepared music. Those students selected for the band will be involved in a clinic and concert under the leadership of a well-known conductor. **All Honors Band members are expected to prepare to audition for Region Band**. All Advanced Band (Honors & Symphonic) 8<sup>th</sup> graders are strongly encouraged to audition. This is an extremely high honor, and it is hoped that many of the Flyer band students will set this as one of their goals for the year. The entry fee to audition for Region Band is \$15.00.

## **BAND EQUIPMENT**

### **Student Instruments**

Your instrument is extremely valuable and proper care must be taken to maintain its value. If your instrument needs any kind of repair, **take it to your director first**. He or she may be able to take care of the problem. If not, they will direct you to take it to a music store. NEVER try to repair the instrument yourself. **All instruments must have a luggage tag with your name on it**. It is also a good idea to have your name somewhere inside the case as well. Percussionists need to mark all personal sticks and mallets.

### **School-Owned Instruments**

Kitty Hawk Middle School provides some of the larger, more expensive instruments and a limited number of smaller instruments. Students are responsible for the care and daily maintenance of these instruments and are expected to keep them in excellent playing condition. School-owned instruments are being issued in new, excellent, good, or fair condition. **Once the student has the instrument, it is his/her responsibility to keep it in playing condition throughout the school year and return it in the same or better condition.** This includes the condition of the case. Rough handling will shorten the life, destroy the appearance of the case, and diminish its effectiveness in protecting the instrument.

There is a **\$60 usage fee** per year for the use of school instruments and **students are responsible for the cost of servicing the instrument at the end of the school year.** Prior to the annual inventory/audit, the instrument must be serviced by the music store to check it for proper playing condition and repair of damage caused by the student.

All students and parents will be required to fill out and return a form stating that you will be responsible for the condition of the instrument and will **provide insurance for it.** Students who do not have the instrument agreement form on file by August 30<sup>th</sup> will not be able to continue to use the instrument until the form is turned in. This will affect the student's grade. Students who are assigned a school-owned instrument will have one week from date of issue (or until August 30<sup>th</sup>, whichever is later) to return the form. Any student who does not have an instrument will receive an elective change and dismissal from the organization. All school instruments will be issued with an identification tag with the student's name on it.

### **Instrument Storage Lockers**

Each student will be issued a locker and combination lock for storage of their instrument during the school day. Students may bring instruments to the band hall as soon as they are dismissed from the courtyard or patio in the morning and may pick up their instruments before going to the buses in the afternoon. Your locker is for instrument and binder storage ONLY. Do not use it for other books and lunches, etc. **KEEP IT NEAT AND CLEAN.** All instrument cases must be closed and latched in the lockers when not in use.

### **Locks**

Students will be issued a lock for their band storage locker. These locks must be locked on the locker **at all times.** If a lock is lost, the student will be charged \$5 to replace the lock. **If a locker does not have the lock on it, the student will not be allowed to keep an instrument or books in it.**

### **Music and Binders**

Take proper care of your music and binder. Have a pencil in the binder (and on your stand during rehearsal) every day. All marks on music and in books should be made in PENCIL. When a new piece of music is given to you, put your name on it and number all measures. Remember that extra copies will cost money and books issued to you must be turned in on request or they must be paid for. Every student is expected to bring their band binders to class daily.

### **Band Hall, Ensemble Room and Practice Rooms**

These rooms are for band students only. They are your rooms and should reflect your pride in the band program. Show respect by keeping them neat and clean. No food, gum, or drinks are allowed in the band hall or practice rooms. Please ask your friends to wait outside the band hall when accompanying you.

### **Chairs & Stands**

The chairs in the band hall are for sitting only. Keep all legs on the floor. The band hall chairs are properly placed before school starts. **DO NOT MOVE CHAIRS** from where they are set. Walk into the set-up from the ends. Music stands are for holding music only. Do not lean against them or place other items on top of them.

## **INSTRUMENT INSURANCE**

You are strongly urged to insure your personal instrument, and **it is Judson ISD policy that all Kitty Hawk instruments must be insured.** The district does not carry insurance on school-owned instruments. You might check your home owner's policy for coverage. Some policies do cover band instruments even if they are school-owned.

Be sure you have a written record at home of the make, model, serial number and finish. This information is necessary if something should happen to the instrument.

## **UNIFORM**

The uniform for each performing ensemble will be as follows:

### **Beginning Band and Jazz Band**

- Current KHMS Flyer Band T-shirt, blue jeans (not shorts), sneakers

### **Honors, Symphonic and Concert Bands**

- Students are responsible for supplying:
  - White wing-tip tuxedo shirt,
  - Black dress pants or long black skirt
  - Black socks or hose and
  - Black dress shoes for formal uniform
  - Current Band T-Shirt, jeans and sneakers for informal uniform
- The following items will be rented from the school:
  - Green cummerbund or vest and green bow tie

**BLACK SNEAKERS ARE NOT APPROPRIATE ATTIRE FOR HONORS, SYMPHONIC OR CONCERT BAND FORMAL UNIFORM PURPOSES.**

## **SUMMER BAND**

A summer band program is provided to get students ready for the upcoming school year. There is so much to be done in preparation for the beginning of school. **Attendance is expected for all students entering Honors, Symphonic and Concert bands.** Typically, this camp will take place 2-3 weeks before school starts. **Summer Band dates are announced at the previous year's Spring Concert so vacations can be scheduled accordingly.**

## **BAND FEES**

Band participation does require certain fees and financial commitments. The following chart outlines the different fees encountered throughout the school year. The chart includes due dates, fee amounts and the students each fee applies to specifically. We know budgets can be tight and want to give you time to plan for these financial obligations. Should you ever encounter a problem with any of the fees, please do not hesitate to contact one of the band directors for assistance. Your child's education is our number one priority, and we will work with you to produce a solution to benefit your family, your child, and the Kitty Hawk Flyer Bands.

All fees will be invoiced through MySchoolBucks.com and you will receive an alert once it is ready to be paid.

| <b>Fee Description</b>                                   | <b>Due Date</b> | <b>Amount</b>                      | <b>Who Pays?</b>   |
|--|-----------------|------------------------------------|--|
| Instrument Usage/Maintenance Fee                         | 08/30/24        | \$60                               | Students using <b>school-owned instruments</b>   |
| Band T-Shirt   | 08/30/24        | \$15                               | <b>All band students</b> are expected to buy a band t-shirt                              |
| Tuxedo Shirt<br>(for use with formal uniform)            | 09/20/24        | \$25                               | Honors, Symphonic and Concert Band students only   |
| Uniform Fee for upkeep of bow tie and vest or cummerbund | 09/20/24        | \$5                                | Honors, Symphonic and Concert Band students only   |
| Region Band Audition Entry Fee                           | 10/25/24        | \$15                               | Advanced Band students auditioning for Region Band                                       |
| Solo and Ensemble Entry Fee                              | 4/18/25         | \$5 per student, per event entered | <u>All</u> band students are expected to participate in Solo and Ensemble contest        |
| Advanced Bands Spring Trip                               | TBD             | TBD                                | All Honors, Symphonic and Concert Band students meeting the criteria for the Spring Trip |
| Beginning Band Spring Trip                               | TBD             | \$25-\$50                          | All beginning band students meeting the criteria for the Spring Trip                     |

## **SPRING TRIP**

Honors, Symphonic and Concert Band students are given the opportunity to participate in a Spring Band Trip. Band directors can eliminate any student from the trip if the student has exhibited any inappropriate behavior throughout the year. Students must be academically eligible and part of the UIL Competition Band. In addition, **students must have participated in all required band activities and performances.**

Beginning Band students will take a similar trip following their Band Festival performance. As mentioned above, students must be academically eligible and must have participated in all required band activities and performances. Students who have been suspended from school or removed to alternative school for disciplinary action at any point in the year will no longer be eligible to attend the the festival and trip.

# CALENDAR

# **FLYER BANDS**

# **2024-2025**

**\*For more details, check CutTime\***

## **AUGUST**

08/22 Band Parent Meeting in KHMS Cafeteria

## **SEPTEMBER**

09/09 Band Fundraiser Kickoff

## **OCTOBER**

10/04 KH Band Night @ VMHS Football Game (7<sup>th</sup> & 8<sup>th</sup> grade)

10/08 Advanced Bands Fall Concert

10/16 Beginning Band After School Rehearsal

10/17 Beginning Band Demonstration Concert

10/22 JISD Band Extravaganza (Advanced Bands Only)

## **NOVEMBER**

11/09 MS All-Region Band Auditions @ Resnik MS

11/15-16 Region Band Clinic/Concert (2-day event) @ Somerset HS  
(Only for those that earned a spot on 11/09)

## **DECEMBER**

12/09 Beginning Band After School Rehearsal

12/10 Beginning and Jazz Bands Holiday Concert

12/12 Honors and Jazz Band Holiday Performances  
for Elementary Schools @ VMHS

12/17 Advanced Bands Holiday Concert

**February**

02/28 JISD MS Band Tape Clinic (Mock UIL) during school day

**MARCH**

03/27 Advanced Bands Pre-UIL Concert

**APRIL**

04/01 Band UIL Evaluation @ Judson PAC

04/26 KHMS Band Solo and Ensemble Contest

**MAY**

05/05 Beginning Band After School Rehearsal

05/06 Beginning and Jazz Bands Spring Concert

05/09 Beginning Band Spring Trip and Festival (Tentative)

05/15 Advanced Bands Spring Concert

05/19 or 05/20 Honors Band YOSA Invitational Performance

TBA Advanced Bands Spring Trip and Festival

**SIGNATURE PAGE**

**THIS PAGE MUST BE RETURNED WITHIN ONE WEEK OF RECEIPT**

**PARENT AND STUDENT SIGNATURES ARE REQUIRED**

**PRINTED STUDENT NAME:** \_\_\_\_\_  
**Last, First**

I have read the Kitty Hawk Band Handbook. I realize that it takes cooperation from 100% of the band students to make our band a success, and I agree to do my part to help achieve this goal.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

I have read and discussed the Kitty Hawk Band Handbook with my child. I understand that students need to make arrangements to attend all functions and I agree to do my part to help them attend all functions.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

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**MEDIA RELEASE**

Indicate your choice by initialing in the appropriate blank for each release.

\_\_\_\_\_ I do      give my permission to use my child's image in recruitment materials  
\_\_\_\_\_ I do not      for the Kitty Hawk Flyer Bands.

\_\_\_\_\_ I do      give my permission to use my child's image on the Flyer Bands  
\_\_\_\_\_ I do not      Facebook page or KHMS website

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date



