



HANDBOOK

REVISED 2026 - 2027

Heritage M.S.
East Central ISD
8004 New Sulphur Springs Rd.
San Antonio, TX 78263

BAND PROGRAM OVERVIEW

The Wind Ensemble, Primary Conductor: Mr. Kuglen

The Heritage Wind Ensemble is the Varsity performing ensemble at Heritage Middle School consisting of advanced-level students. The purpose of this ensemble is to help students to continue to grow musically through the selection of rigorous and challenging music literature to perform at concerts and contests. The Wind Ensemble gives several performances each year including the annual Fall Concert in October, annual Winter Concert in December, annual Mid-Winter Concert (Pre-U.I.L.), the annual Spring Concert in May, and any other contest and public performances that may arise through out the course of the school year. Members of this ensemble are expected to improve their abilities by working on All Region audition music, daily instrument and ensemble skills, band literature, and solos/ensemble music. Members are expected to attend daily sectionals that will begin around the third week of school. Please see course syllabus for more details and expectations. Students in The Wind Ensemble achieve high standards in the classroom and performance venues.

Beginning Band, Primary Conductor: Mr. Kuglen

The Heritage Beginner Band is open to any student at Heritage Middle School in grades 6, 7, and 8. During most of the year, classes are divided into "like" classes in two different periods in order to receive the best instruction possible on particular instruments, taught by a director specializing in that particular instrument. Students will learn all necessary skills for instrumental performance.

- Beginning Flute Class
- Beginning Clarinet/Saxophone Class
- Beginning Trumpet Class
- Beginning French Horn Class
- Beginning Low Brass Class-Trombone/Euphonium/ Tuba

- Beginning Percussion Class

For the first concert in December, the entire beginner band will perform together as one group. For the final concert in May, the band will possibly be split into two smaller bands. The Beginner Band may possibly perform at a contest festival in May.

****SPECIAL NOTE ON CONCERTS**

Concerts are **mandatory** performances for all band students in all bands! Concert performances are the "final product" of all work learned over an average time of two months. Therefore, students **receive a final performance grade** for all preparation and performance of the music. All concerts are included in the Band Calendar at the end of this handbook, included in the calendar on the Band Website, and are included in the school and district calendars. Please see your child's band course syllabus for more details about concert grades and attendance requirements. All concert performances with the Heritage Band are held at the **Gary Patterson Center for the Performing Arts on the campus of East Central High School**, all of our concerts will be held at this new state-of-the-art venue. Prior to any concert, students and parents will need to make all the necessary arrangements (i.e. getting instrument to the high school, arriving at the high school by call time, etc.). Reminders will be sent via Talking Points and note sent home at least two weeks before a performance.

CONTACT INFORMATION

The contact information for the band director is below:

Mr. Clay Kuglen - clay.kuglen@ecisd.net
(210) 634-6520 - band hall office

For ALL questions regarding the HMS band program.

PROGRAM PHILOSOPHY:

The instrumental music program in East Central ISD is the beginning of a seven-year program of instruction. It is our hope that participation in the band program will foster better understanding and appreciation of music and help students carry with them the knowledge, skills, and attitudes that will help them throughout their academic career and beyond. Through the last several years, the Heritage Band has become recognized through competitive performances throughout the region, area, state and national levels. Through the dedicated work of many individuals, the tradition associated with this success has grown and flourished within the school and community. While the individual student's achievement in music is our primary goal, it is the commitment of all band members to each other that has allowed our program to achieve its unique position. By signing the Handbook Acknowledgement Form at the end of this handbook, you will be making a commitment that includes the following: 1. Membership in the Heritage Band for the entire school year including attendance at all rehearsals, sectionals, concerts, contests, etc. 2. Your best effort to improve as musician through daily practice and preparation. 3. Maintaining a positive attitude towards band as well as appropriate behavior at all times.

PROGRAM MISSION:

The Heritage Middle School Band Program is dedicated to giving students the opportunity to grow musically, socially, and academically. Through musical performance, students learn how to perform and appreciate music of a variety of styles and levels of challenge. Through group involvement, students learn how to work together to achieve common goals and

achievements that are more personal and develop self discipline. Through the study of harmony, scales, rhythms, and the performance of great music literature, students develop skills that will allow them to truly understand and appreciate the foundation and the beauty of music.

PROGRAM GOALS:

- Work together as a team
- Provide various opportunities for students to perform
- Provide a showcase for our school and community
- Provide our students with access to high quality music experiences
- Develop self-discipline from continued study, practice, and performance
- Have fun through the pursuit of excellence

BAND CLASSES:

All members of the band program with one or more years of playing experience are assigned by musical growth from the previous school year to one of four ensembles that meet as academic classes. Sixth grade students are screened on all instruments at the intermediate school and placed on the instrument in which they score the highest, and are placed in band class that meets as an academic class. Some students may be reevaluated again at the end of the Fall Semester and a schedule change to the appropriate class will occur if warranted.

PERFORMANCES:

Attendance is expected at all performances and all pre scheduled rehearsals. Concerts are extensions of the classroom and are the highlights of the learning process. Students will receive merit points for each concert performance attendance which will be accumulated to the end of their eighth grade year to earn a certificate of completion of middle school band at the Eighth Grade Award Night Ceremony.

INDIVIDUAL COMPETITIONS:

The ultimate goal of our program is the development of musicians to the limit of their potential. There are several opportunities both in class and outside of class that will assist students meet this goal. There will be opportunities for students to audition for chair orders and opportunities to challenge for a higher chair. Our eighth grade and seventh grade students will be given the opportunity to audition for the All-Region Band, which involve the finest musicians in the Region. The audition music is given in August, in which students will have nearly three months to prepare, and will play excerpts of the music to a panel of judges, with the top students making District and Region Band. All band students (6, 7, 8 grades) will be given solos to prepare late in the spring semester to play for a judge in May.

PROCEDURES & EXPECTATIONS:

The Heritage Band Staff believes that hard work, dedication, and discipline lead to superior performances. This section of the handbook contains general expectations of all band students. Each director will have

more specific guidelines and expectations in their course syllabus.

BAND STUDENT MORNING/AFTERNOON PROCEDURES:

1. All band students will be given a special pass at the beginning of the year with their name. Students will use this pass to show the morning hall monitor to be allowed access to the band hall. If a student does not have this pass on their person, they will not be allowed to enter the fine arts hallway.
2. Students may drop off their instruments in their band locker.
3. Do not disturb any sectional or band rehearsal that may be in progress in the main room.
4. At the end of the day, students are allowed to the band hall to retrieve their instrument from their locker. If the student is a bus rider and needs to leave last period a few minutes earlier to allow enough time to go to the band hall, show your 8th period teacher your pass.
5. PLEASE DO NOT LOSE YOUR BAND PASS!!

BAND STUDENT CONDUCT EXPECTATIONS:

1. All band students will always follow the East Central ISD and Heritage Middle School Student Code Of Conduct.
2. Band students are good listeners and will always follow directions the first time they are given and give proper responses to any directive.
3. Students should be at level ZERO when entering the band hall, put non-band materials in a cubby (NOT ON THE FLOOR), get instruments, accessories and binder, and be seated and ready to go 2

minutes after the bell to avoid being marked tardy.

NOTE: Students who enter the band hall after the tardy bell rings without a note from a teacher or administrator will receive an automatic tardy as per school rules.

4. Due to the nature of band being a 'team' activity, students are expected to start and stop together. Students should play their instruments in class or at band functions only when instructed by a director. No playing out of turn.

5. It is the expectation that all students come to class prepared. Keep in mind, rehearsal is not the time for you to learn your part - it is the time for you to learn everyone else's part, and how your part fits in with the part of others.

6. At the end of rehearsal, all students should put their instruments and materials back in their proper place before leaving the band hall. Make sure you take all your belongings with you.

7. Band students should take pride in their facility and equipment. Students are not to write on the chairs or stands, keep the band hall clean of trash, and reset the chairs if they are moved.

8. Only band students are allowed in the band hall practice rooms. For safety and security concerns, do not encourage or allow others in your band hall - this includes former band students no longer in band.

NOTE: If a student sees another student they think is not in band, they should immediately notify a director. There is always a director in the band hall.

9. For your health and well being, absolutely no gum, candy, or drinks are allowed in the band hall. It is dangerous to have anything in your mouth while you are playing your instrument. **NOTE:** Students may have a

water bottle with them at their seat.

However, if there are numerous spills and/or water bottles left behind, the privilege will be suspended indefinitely.

10. All cases will be stored in assigned band locker. Students will receive a tag for their case if they do not have one to properly identify their instrument. Students are required to keep their instrument lockers clean. Only band-related materials are allowed in instrument lockers.

11. Students are responsible for items brought into the band hall. Any class books, library books, clothing, etc. that is left behind will be placed in the school lost and found.

12. No one shall play, hold, or otherwise handle another student's instrument. This includes all electronic and percussion equipment around the band hall. It's very simple - if it is not yours, do not touch it!

13. All students are required to keep a band binder for band-related materials only. Refer to your Guides To Success or syllabus for more information with respective band classes.

14. Instruments should go home every day for daily practice and enrichment. The band hall is open daily from 6:30AM until minimally 4:45PM for pick-up/ drop-off of instruments.

NOTE: If a student is leaving school early and coming to the band hall to retrieve their instrument, please do so quietly if there is a class or rehearsal in progress. Furthermore, all instruments must have an ID tag on the case. Instruments will not be released to parents if there is no identification on the instrument - this is for the safety and security of the instrument.

15. Students wishing to receive extra help should schedule an appointment with a director.

16. Band students should bring to their parents attention any correspondence that is sent home. Any correspondence that requires a parent signature shall be promptly returned to the band directors the next day. NOTE: It is imperative that parents register (and update as needed) their Charms account to receive information and reminders via email and text message.

17. East Central ISD has invested a large amount of money in the band hall and the equipment therein, which places a large responsibility of each Heritage Band member. Absolutely no running or horseplay is allowed in the band hall. Do not handle any equipment without the express permission of a band director.

18. Students need to use appropriate language inside and outside the band hall, and any other place we go. You are the ambassadors of Heritage Middle School and the East Central community. Inappropriate language will not be tolerated at any time!

19. All students are welcome to visit a director in their offices. Do not enter a director's office if a director is not present. If the door is closed, do not enter or interrupt the work or business that is taking place. If you have an emergency, please knock and wait for the door to be answered.

20. Cell phones and other electronic devices should be powered down unless otherwise instructed by a director. Unauthorized use of a device will result in the device being picked up and sent to the Vice Principal's office as per school policy.

21. Heritage Band members take pride in themselves, their school and organization. Members of the band are considered model students by the school faculty and staff. Students are expected to conduct themselves in a mature, respectful, and dignified manner at all times in the hallways,

classrooms, lunch room, high school, and other places we travel. Student pride is heavily responsible for the Heritage Middle School Band Program's continued reputation of success and respect through the district and elsewhere.

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REHEARSAL EXPECTATIONS:

In general, following these rules will provide a more positive, enriching and creative learning environment for all students which

will accomplish all our goals and objectives each day: 1. 2. 3. Enter the band hall quietly and read the agenda on the board for instructions. Be in your seat ready to go with all necessary supplies before the two minute after the tardy bell time limit. Always listen attentively and be responsive. 4. 5. 6. 7. Start and stop together; no playing out of turn. Always remain silent during rehearsal unless given discussion time by a director. Return your materials to their appropriate place. Leave the band hall in an orderly fashion upon dismissal.

ACADEMIC ELIGIBILITY

IMPORTANCE

Academic performance is the priority of all ECISD faculty and administration. Students must achieve high academic standards in the classroom in order to become successful as adults. Because the band staff shares a belief in high academic standards, we consistently monitor the academic achievement of our students. It is not uncommon for a band director to contact parents in regard to their child's performance in band as well as other classes. The band staff also encourages parents to monitor their child's academic performance through out the year by reviewing progress reports (brought home by students every three weeks), report cards (mailed to the parents at the end of every quarter), using the Ascender parent portal, and by contacting your child's teachers.

NO PASS/NO PLAY

While band is considered a curricular activity by the Texas Education Agency, there are occasions when a band activity may be considered Extra-Curricular.

Curricular activities are not subject to "No Pass/No Play" rules. They are treated as an extension of the classroom and are part of the curriculum as set forth by the state. Examples of curricular activities include: sectionals, all in-class rehearsals, and all concerts performed at either Heritage Middle School or at the Patterson Performing Arts Center at East Central High School.

Extra-Curricular activities are subject to "No Pass/No Play" rules. Participation in extra-curricular activities requires that a student pass all academic subjects in the previous grading period. Examples of extra-curricular activities include: Middle School Band Night, UIL concert and sight reading contest. Students should understand that their grades have a direct influence on other students as well as themselves. Every individual in the band plays a vital role as a link in our chain. When a link is missing, the chain breaks. It is the goal of the band staff for every band member to maintain academic eligibility 100% of the time.

BAND GRADES

Students and parents should refer to their child's band class syllabus for information on how their child's band director breaks down/categorizes grades for their course. Contact your child's band director that is listed in the course syllabus if there are any questions regarding grades or to set-up conference.

BAND FEES/EQUIPMENT/ UNIFORMS

FEES

We endeavor to keep the band fees down to a minimum in the Heritage Band program.

Students need to purchase their method book, instrument accessories, band shirts, and other necessary supplies. Please refer to the class syllabus for more information and details.

EQUIPMENT

Students are responsible for acquiring and maintaining their own quality instrument. Students using school-provided instruments are required to complete an instrument check-out form, provide all requested information, signed by both the student and parent, and returned before a student is allowed to take the instrument home. Please note that by signing the check-out form, the student and parent are financially responsible for loss or damage to the instrument. **NOTE:** Students playing non school-owned instruments should get an instrument of good quality. In order to have a good investment and avoid recurring repair bills, obtain an instrument that is one of the brands on our preference list. These brands are durable and will last a long time. You don't want to get stuck with junk!

UNIFORM AND BAND POLO

The standard Heritage Middle School Band uniform for all band students consist of the following: --

- Black button-up shirt with collar
- Black dress slacks
- Black socks (solid black, no colors)
- Solid black dress shoes (NO athletic footwear, tennis shoes, sandals, or flip-flops are allowed to be part of the band uniform)

Please keep in mind that students are representing ECISD and Heritage Middle School. The impression we give to the judges, audiences, and all who see us is a

lasting impression, so we need to look our best when we are in uniform!

NOTE: No jewelry is allowed to be worn while a band student is in uniform at a concert or contest.

Band polo shirts are purchased at the beginning of the school year. Band shirts are athletic style polo shirts that maybe worn on Heritage school pride days, pep rallies, band pictures, etc. Shirts are ordered, in bulk, only once at the beginning of the school year to bring the cost down significantly. It is recommended that students purchase two shirts and keep one shirt as a back-up and to even wear and tear - this will make the shirts last longer!

Band parents are more than welcome to order shirts for themselves as well to show off their Hurricane Band pride!

SPECIAL NOTE TO PARENTS: We strive to keep all costs to the lowest possible. Uniform items may be obtained at low-cost retail stores including Wal-Mart, Target, Khol's, Ross, Marshall's, and other retailers. Name-brand clothing for any uniform part is not required. If any of these items pose a major financial hardship, please contact your child's director immediately.

Wind Ensemble students will need to have their complete uniform before their first concert of the year - Fall Concert; and the Winter Concert for Beginner Band students.

PARENT VOLUNTEERS

The Heritage Band is always looking for help from parents in supporting different events and activities, as well as help raise funds that will directly benefit our program. If you can assist in any capacity, please contact the band directors via phone or

email so that your name may be added to
the list of band parent volunteers.