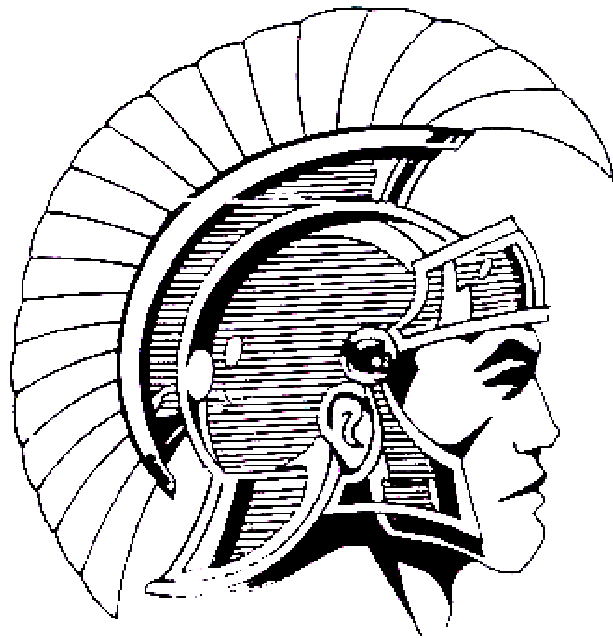

Anderson Trojan Band

STUDENT HANDBOOK



2009-2010

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INTRODUCTION

Welcome to Anderson High School, and the Anderson Trojan Band! You are a privileged member of one of the exemplary bands in Central Texas. This handbook has been prepared to provide you with as much information as possible about membership in this program. This includes scheduling, activities and requirements so that you fully may understand your responsibilities, so that you may receive the maximum enjoyment from your participation.

The mission of the Anderson band program is to cultivate in all of our students, a life-long interest and an appreciation of music while continually raising our standards of excellence through unified efforts, mutual respect, common goals, and building upon a tradition of success.

To achieve this mission, both students and staff must devote their energies to:

- Pursuing those endeavors that define excellence in a distinguished musical organization,
- Demonstrating musical knowledge and proficiency through performance in a variety of mediums including:
 - a) Concert Band
 - b) Marching Band
 - c) Jazz Band
 - d) Dance Guard
 - e) Small and Medium Ensembles
 - f) Individual Performance and Achievement.

- Giving and receiving instruction in those skills that will foster the desire to excel, and build team skills, self-esteem, and satisfaction in both individual and group performance.

Individual musicianship will be emphasized throughout the year and is the backbone of this organization. In general, the focus from June through early November is on the marching band. Early November through May focuses on the concert bands.

General Participation Statement

Performance of music is the standard by which learning and proficiency are measured. Therefore, **all band students are required to participate in each performance** unless otherwise authorized by their director. These performances include football games, marching contests, parades, scheduled local concerts, concert contests, and any competitions required by a given performance group.

Students must enroll concurrently in both Concert and Marching Band classes. Exceptions will be made for class conflicts caused by the need to fulfill graduation requirements or participation in a conflicting school activity.

To eliminate scheduling conflicts, the **complete annual performance schedule** is:

- a) Mailed to each student in early July with the Summer Band packet.
- b) Included on the Anderson Band web site: www.andersontrojanband.com
- c) Displayed in the Band Hall.

It may be necessary to make changes in the schedule after publication. Students and parents will be notified of these changes through a sent notice home with students and on the web page.

Communication

Good communication is the single most important means of informing members and parents thus preventing problems. There are a number of ways that information is dispersed.

- Students are informed of all upcoming events, actions, etc., in class. Directors inform the students of information needed to relate to parents. Students are responsible for taking that information home.
- All students and parents should become members of our weekly Yahoo! Newsletter. An email is sent out every Sunday night detailing the upcoming week's events.
- All information is posted on the Anderson Band website: www.andersontrojanband.com. Parents are encouraged to check this site frequently.

GENERAL INFORMATION

Care of Facilities

Band Members will observe all policies set forth by the School District, in addition to the following, as they pertain to the instrumental music setting:

1. Students will bring no food, drinks, candy or gum in the Band Hall area without permission from a band director.
2. Students will not play on equipment they do not own or have permission from a director to use.
3. Students will not touch, handle, borrow, or use anyone else's instrument, uniform, or personal belongings.
4. When allowed in the band hall, either before or after school, students will not disturb any rehearsal in progress.
5. Students are permitted to use the telephone with director permission as long as it relates to school business.
6. Students will respect the property of others.
7. Students will not enter the directors' offices without permission.
8. The copy machine is off limits from all students, except librarians, without permission.
9. Students will not deface or mark on music stands, walls, etc.
10. Practice rooms and auxiliary rooms are designated for practicing, not for social gatherings or lunch. This includes the guard closet.
11. Students not currently enrolled in band should not be in the band hall area or in the band area during football games unless invited to do so by a director. If students who are not enrolled in band wander into the band area, please approach them to ask if you can help them, or bring their presence to the attention of the band staff.
12. Students should keep their equipment in the designated storage area, and keep said storage area clean and neat in appearance. Students who demonstrate great difficulty with this may lose the privilege of having a storage area in the band hall. *The locker is not personal property and a director may remove anything undesirable from a locker with the loss of locker privileges.*
13. Students will utilize assigned storage slot/locker for instrument cases during rehearsals. Cases should not be brought into the rehearsals unless requested by a director.

General Daily Supplies – The following list is a guide for required supplies for daily rehearsals.

- A. All issued music including: method book, concert music, and all handouts
- B. Pencil
- C. Instrument
- D. All supplies relative to their instrument.
- E. All marching related equipment (during marching season)
 - 1. Drill / chart book
 - 2. Lyre / folder
 - 3. All issued music
 - 4. Other marching equipment as needed
- F. 1 inch 3 Ringed Black Binder
- G. Metronome (for home use)

Flutes

- Tuning and cleaning rods
- Cleaning cloth
- Approved instrument by Director

Clarinets

- Three, good playable reeds. Vandoren V-12 is the approved reed.
- Reed guard
- Ligature (B&G Super Revelation)
- Proper mouthpiece with cap (Vandoren 5 RV Lyre)
- Cleaning swab
- Approved instrument by Director

Saxes / Low Reeds as applicable

- Three good playable reeds. Vandoren is the approved reed.
- Reed guard
- Ligature (B&G Super Revelation)
- Proper mouthpiece (Selmer C star)
- Cleaning swab/Neck pouch
- Approved instrument by Director

Trumpets

- Valve oil (Bell's)
- Polishing cloth
- Slide grease
- Mouthpiece (Bach 5b/ 3c) or other director approved mouthpiece
- Approved instrument by Director
- BERP
- Mutes (Dennis Wick)

French Horns

- Rotary / Valve oil (Bell's)
- Polishing cloth
- Approved mouthpiece (Holton Farkas)
- Mouthpiece brush
- Approved instrument by Director
- BERP

Trombones

- Pledge
- Polishing Cloth
- Slide Grease
- Mouthpiece (Bach 5G) or other director approved mouthpiece
- Mouthpiece brush
- Approved instrument by Director
- BERP

Baritones / Euphoniums

- Valve oil (Bell's)
- Slide Grease
- Mouthpiece (Bach 6 1/2 AL) or other director approved mouthpiece
- Polishing cloth
- Towel (Full-size)
- Approved instrument by Director
- BERP

Tubas

- Rotary / Valve Oil (Bell's)
- Mouthpiece (Director Approved)
- Mouthpiece Pouch
- Polishing cloth
- Approved instrument by Director
- BERP

Percussion

See Mrs. Gill for exact selections

- Snare sticks
- Xylophone mallets
- Vibes / Marimba mallets
- Timpani mallets
- Stick bag

Dance Guard

- To be announced in class

SUMMER ACTIVITIES

Summer Playing Rehearsals

In the summer there will be multiple playing rehearsals scheduled. It is a time for these students to get to know the directors and student leaders, become familiar with the high school facilities, learn basic playing fundamentals, practice our show music, and have a good time. They will receive the music played in the stands during football games, and will get an idea of how things work for summer band camp and the marching season. At the conclusion of these rehearsals, students will feel comfortable with practicing the music on their own when summer band camp arrives in late July/early August.

Instruments

During the summer rehearsals and the working days, marching instruments will be issued to all students who need to use school-owned instruments.

Required Student Leader Workdays

As part of their responsibilities, all student leaders agree to attend work sessions in the summer at the band hall. Time will be spent on instructing new band members, preparing music for the fall, facility preparation, readying of uniforms, music and marching instruments for issuance, general preparation for summer band camp, and team building exercises

Summer Band Camp

Summer Band Camp will begin on the last week of July. All band students are required to attend unless the Head Director approves absence. The dates are announced as much as a year in advance for returning band members, and at least 3-4 months for new students in order to give families an opportunity to plan vacations.

Camp begins promptly at a designated time every day (this means the student is in place, ready to go at appropriate time, not just arriving) and finishes in the afternoon. Teacher in-service dates may sometimes require some evening rehearsals. Students alternate practicing outside on the practice field and inside the band hall. Students are required to bring a personal water jug. Great care is taken to prevent heat-related problems. A detailed handout is sent to each student in early July outlining specific dates and times, what to bring, wear, eat, etc., but some general rules follow.

- a) Hats and sunscreen are **required** outside during summer band. Save your skin!
- b) Wear light colored, loose-fitting, cotton clothes. Do not wear dark clothes.
- c) Wear socks and athletic shoes. No sandals, no bare feet, and no high-tops or ill-fitting shoes.
- d) Eat a good lunch, high in carbohydrates and fruit, low in fat.
- e) A water bottle is required for outdoor rehearsals, **but don't let others use it**. Keep it only for yourself. Go easy on caffeine and sodium, as they are dehydrating, and will only cause more heat difficulties.

During summer band camp, students will work on marching fundamentals, marching drill and music for the fall field production. They will also learn playing fundamentals, practice stand tunes for football games, and still manage to have some fun. We will have numerous social events during summer band. During the camp, we work very hard, as there is a lot to get done before school starts, but there is also a time for fun, and we will work very hard at that as well!

Uniforms

Marching uniforms will be issued during the summer band camps. The marching uniform consists of a show shirt, gloves, black socks (not ankle or short socks), one pair of black pants (bibbers), a coat, shield, a hat, gauntlets, and other uniform parts that are specific to the fall show. A sheet will be included in the summer band camp packet indicating the requirements and financial obligations regarding the uniform. Concert formals and tuxedos will be issued in August, and will follow the same procedures listed below.

Once checked out by the student, the uniform becomes the responsibility of that student. It will be altered to fit properly and must be kept clean at all times. Every effort will be made to get each student a uniform that fits well, however, hems on pants or sleeves are commonly be altered to fit that individual student. Do NOT cut any material off your uniform when altering. You may store your uniform on the racks outside the band hall on game and contest days. At no time should a uniform be left in a car or your locker. Please take your uniform home and hang it neatly in your closet after each performance.

Required Band Clothing

Orders and measurements are taken for those clothing accessories that are required for students throughout the year, including t-shirts, shoes, gloves, gauntlets, etc. Some of these items do not need to be purchased every year. Specific instructions will be provided in the summer band packet mailed in late June or early July.

FIELD SEASON (MARCHING BAND)

The Anderson Band aspires to be recognized among the top AAAAA bands in the state. This does not come automatically. Excellence is the result of long hours of very hard work, at school, on the practice field, and at home. Each member of this organization is responsible for learning and memorizing an 8 minute marching show and a rigorous musical score. Students are responsible for performing all components by memory at all competitions and must be able to march each measure of music to its specific chart, i.e.: chart #3 is for 16 steps/counts and includes measures 48-64. Each student will be responsible for his/her marching "spot", and will receive a set of printed music, and a set of reduced charts and/or music. Students are expected to prepare a drill book containing the reduced charts, coordinates for their positions for each chart, and additional pertinent information as detailed by the handout given to student during the summer band drill session. This drill book represents a significant portion of the grading procedure during marching season, and will be reviewed by directors periodically during each six weeks. Students must bring drill books and music to every practice and class. Any changes will be supplied to the students, if necessary. Not having charts and music during class and at rehearsals will result in a grade penalty. This impedes the progress of the rehearsal and slows the entire team down.

Marching Band Positions

Primary Marchers

Students who earn a position in the marching band will carry the designation of primary marcher. A primary marcher is evaluated on the following:

- a) Grade History (Eligibility)
- b) Playing Ability
- c) Marching Ability
- d) Attendance
- e) Attitude

Alternates

Alternates are students who substitute for certain primary marchers. Alternates will meet the same requirements as primary marchers. Alternates will march in all rehearsals and football games. They will assist the band on marching contest days. A minimum number of alternates is preferred. The position of alternate will be utilized for those students who display difficulty in meeting the criteria of a primary marcher.

General Attendance

In order to have and maintain a high quality marching band, attendance from all members is essential. The following guidelines outline the attendance procedures and policies for the marching band.

Roll Check

Roll check will be done promptly at the start of rehearsal.

Tardiness

Students not in the attendance block at the designated time will be marked tardy and required to make up the time after rehearsal has ended by running around the track. In addition, the student's weekly participation grade will reflect each unexcused absence or tardy.

Excused Tardiness

Tardiness will be excused at the discretion of the directors. Tutorials, appointments, etc... will not be an excuse for tardiness unless **prior** arrangements are made and approved.

Unexcused Tardiness

Students who have one unexcused tardy shall be subject to one of the following consequences:

1. Loss of spot as a primary marcher.
2. Loss of marching privilege for one football game.
3. Requirement to stay after rehearsal or report early to next rehearsal to make-up lost time.
4. Lunch detention or after school detention

* Consequences will be issued at the discretion of the band directors.

Absence

A tardy will be converted to a mark of "absence" 15 minutes after the rehearsal begins.

Excused Absence

Absences will be excused at the discretion of the directors. Appointments, tutorials, etc... will not be an excuse for absence. Personal illness requiring medical attention, death in the family, and serious problems will be considered as an excused absence. This is parallel with the Anderson High School excused absence policy. Students who are continually ill may need to provide a doctors note releasing them for participation in order to insure the well being of the child and to reduce band director concerns. If in doubt, an absence should be checked with a director.

Unexcused Absence

Students who have an unexcused absence will be subject to one of the following consequences:

1. Loss of spot as a primary marcher.
2. Loss of marching privilege for one game.
3. Loss of attendance privilege at one game.
4. Removal from the marching band and loss of physical education credit.

Weather

Marching band is an outdoor activity. Half-time shows and marching competitions are held regardless of the weather, as are rehearsals. If one must perform in inclement weather, one must learn how to do so. The one exception to this rule is violent weather, which includes lightning, hail, and violent wind. In the event of severe weather, rehearsals, sporting events and competitions are first halted and everyone brought inside of the building. If the storm passes in a reasonable amount of time, the rehearsal or event continues after danger has passed. In very rare instances, an event may be canceled, but due to the impossibility of rescheduling this a rare occurrence.

Students should always be prepared for rehearsal in inclement weather. If it is extremely hot, cold, windy, raining, snowing, or any combination of the above, rehearsals, half-time shows and competitions will be held, and students should have the necessary clothing available. Being aware of weather forecasts during marching season is an excellent idea. Band staff will make every effort to see that all required precautions are taken to insure student health and safety.

Since a large part of the marching season occurs typically in summer-like weather, the dress and student responsibility for rehearsals is similar to summer band.

Reminder:

- a) Put your name in or on all your gear
- b) Wear light colored clothing
- c) Wear athletic shoes and socks - no sandals, bare feet or high-tops
- d) Bring your water bottle, hats, and sunscreen to the practice field

Obviously, the weather can change rapidly, so an awareness of the temperature and the immediate weather forecast is advised. Having a jacket or rain gear available is a good idea, since rehearsals are held regardless of weather with the exception of violent weather.

Marching Rehearsal Schedule (Example)

| | | |
|------------------|--|--------------------------------------|
| Monday | Full Band | 7:30 – 8:30 A.M. 5:00 – 7:00 P.M. |
| Tuesday | Full Band | 7:30 – 8:30 A.M. |
| Wednesday | Full Band | 7:30 – 8:30 A.M. |
| Thursday | Full Band | 7:30 – 8:30 A.M. |
| Friday | Full Band | 7:30 – 8:30 A.M. |
| Saturday | Decision based on contest schedules and football games. CHECK YOUR CALENDAR! | |

Football Game Procedures

The football game is viewed as a performance of the band program. Such performance includes all aspects of the game from arrival to departure.

1. Students will arrive at the set inspection time. Students will load equipment and be prepared to travel at the set load time.
2. Students will load the busses with all equipment needed for the performance. The section leaders will inspect all students boarding buses prior to departure. Students not meeting uniform, music, and loading guidelines will be sent home or not allowed to participate with the group. Students will receive an unexcused absence for such occurrences.
3. The student's participation grade for that performance will reflect the attendance and whether or not the student had all supplies for the performance.

3. Upon arrival at the performance area, students will wear all uniform components and prepare equipment for unloading. Students will unload busses when instructed to do so by a director.
4. Students will report to seating area. Students will remain standing at attention until all band members have arrived. Students will sit when instructed by a drum major or director. (Students will sit in assigned section. Students will remain in that section at all times.)
5. Students will remain in the band seating section at all times during the game. Students will refrain from accepting food or drinks from parents, relatives, or friends.
6. No restroom breaks will be allowed in the 2nd quarter or 15 minutes prior to kick-off. All students must check in/out with the Assistant Drum Major. Students must travel in pairs.
7. Students must bring their Trojan Band Water bottle to each game. No other food or drinks are acceptable during the game.
8. Students will be expected to listen for and watch the directors and drum majors during the game. Students will need to be prepared to perform at all times.
9. Students will refrain from playing their instruments on an individual basis. The band will perform as a group or with approved small ensembles.
10. At the appropriate time, the band will be dismissed from the stands for the half-time performance. At this time, the band must move quickly, quietly, and efficiently to the appropriate area. Students will need to be focused on the directors' and drum majors' instructions.
11. At the conclusion of the half-time performance, students will return to the stands and continue in the stand performance throughout the remainder of the game.
12. During the 3rd quarter, we will participate in the good sportsmanship procedures of officer meetings and introductions. The band president will create a schedule of which student leaders participate in this event. This will take place when there is another band at the game.
13. Prior to the end of the game, the appropriate loading crew will begin loading all front ensemble and guard equipment.
14. At the conclusion of the game, students will load busses quickly and efficiently.
15. Upon return to the band hall, students will insure that all personal items, uniforms and instruments are placed in the proper storage areas.

Marching Band Performances

The primary performances of the marching band will be at the football games. The marching band will also perform at various competitive marching festivals, the U.I.L. Marching Contest, as well as local and possible national parades. Check the website for events.

General Performance Procedures

1. **Call Time:** this will be the designated time at which all members should be at the high school or set location. Students should be in full uniform for the designated performance prior to the report time.
2. **Return Time:** this will be the time of return to the band hall. It is very important that your parents or guardians are located at the High School when we arrive so that all students and directors may leave the campus within a reasonable amount of time. **Do not wait until we arrive at the school to call your parents.**

Travel Guidelines/Bus Behavior

This program spends a fair amount of time on buses; therefore, the behavior of all participants should be such that it ensures that everyone will have a safe, comfortable, and enjoyable trip.

1. Students must travel to events and return from events on the bus. Any student wishing to arrive or leave with his / her parent, **must notify a director in writing at least one day prior to the event.** A decision will be rendered based on the circumstances provided.
2. Students must have all necessary forms completed and returned in order to travel on any trip with the band.
3. Students must follow the appropriate bus behavior as listed below:

Appropriate bus behavior includes the following.

- a) There should be no shouting or singing that may distract the driver.
- b) Music is to be played through headphones only.
- c) Stay seated at all times. Do not move about the bus while in the bus is in motion.
- d) Do not distract the driver. If the driver asks that something change, change it.
- e) Always be attentive, quiet, and seated when a director or chaperone is calling roll or giving instructions.
- f) NO GUM on the bus, ever.
- g) Place all trash in trash bags.
- h) Leave nothing on the bus following the end of a trip, including trash, leftover food, clothes, etc. If you took it on the bus, take it off.
- i) No inappropriate language.
- j) Keep everything inside the bus. There will be no throwing of anything out the windows.
- k) Public display of affection (PDA) has no place either on buses or during any band or school-related function. The freedom to travel with a specific individual is a privilege, not a right. Inappropriate behavior may lead to the loss of that privilege.
- l) No signs are allowed on the buses at any time, inside or out. No exceptions.
- m) Keep your entire body on the bus – Never put any part of your body out of a window.

Chaperones know what constitutes appropriate behavior. They are there to help students have a safe and enjoyable trip. Respect for and compliance with the chaperones will ensure that directors do not have to become involved.

Students are responsible for keeping the bus clean. A director or chaperones will pass trash bags out prior to arrival. A student will be selected to inspect each seat after arrival.

Special Note:

As a member of the band, you are a representative of your school. Always be on your best behavior. If you are in doubt about an action, DO NOT DO IT ! Your conduct must be such that at no time could it be considered a bad reflection on the school, the band, your home, yourself or the community.

Chaperones

Parent chaperones are a crucial part of this band program. These parents volunteer their time to travel with the band and insure that everyone gets to their destination safely. While every effort is made to have a director on each bus, there may also be parents on each bus. Chaperones are to be treated with the same respect and authority as a director.

Instrument Loading / Unloading

Students playing smaller instruments will transport their instruments on the bus. All others will keep their equipment on the band trailer/instrument truck. Students will be responsible for seeing that their instrument or empty case is in the proper location. Students will also be responsible to see that their instrument is picked up and stored correctly upon the unloading of the instrument truck. Students who display difficulty in following the loading and unloading procedures may lose the privilege of utilizing the instrument truck and may be charged a maintenance fee, or, be required to share their seat on the bus with their instrument.

Loading Procedures

The coordinator will designate the appropriate area for all instruments. Students should insure that their instrument is in the proper place at the proper time. Cases should be closed and secure. Instruments in the wrong area may be overlooked and not loaded.

Unloading Procedures

The coordinator will designate the unloading area. Students should uncase instruments and leave cases in the appropriate area. Unloading should be done in a timely efficient manner.

Band Uniform Guidelines

Students are expected to follow the listed uniform guidelines. No variations will be allowed.

General

1. Band uniforms will be issued during summer band camp.
2. Band uniforms will be stored at school in the uniform storage area.
3. Students will be held financially responsible for the uniform and its' components
4. Instrumental Ensemble students will receive formalwear during the fall semester.

Uniform Room

1. The uniform storage room will close 15 minutes prior to the scheduled time to be seated.
2. Students not properly hanging the uniform will be required to perform a community service for the band at the discretion of the director.

Wearing the Uniform

1. Always wear and treat your uniform with pride. The uniform should be worn as a complete unit at all times when in public. The only exception is when a director instructs that the hats be removed.
The band t-shirt is to be worn under the uniform. The band shirt will be part of pre-performance inspections.
2. You must wear approved black band shoes and black socks (student purchases).
3. Jewelry, hair ribbons, and bright colored nail polish etc. is unacceptable while in uniform. These items hinder the uniform appearance of the band.
4. Band students with long hair will need to put it up under their hat during performances.
5. Natural hair colors will be the only style of color accepted.
6. No consumption of food or drink is allowed while in uniform without permission.

Alterations and Care

1. Never cut any material from the band uniform. Hem your pants so that the crease does not "break" when you are standing straight up with your band shoes on. The pant leg should touch to the top of the band shoe.
2. Keep the collar hooked while hanging to retain the shape of the coat. Always hang the pants by the crease.
3. Label your uniform bag.
4. Never leave your bag unattended.

Dance Guard

1. Make-up will be worn as instructed by the director
2. Hair will be styled as instructed by the director.
3. Only accessories that are a part of the uniform may be worn.
4. Never cut any material from the guard uniform.
5. Instructions for care of the Dance Guard uniforms will be given based upon that years uniform.
6. All uniforms and accessories will be returned at the end of the season. Students will be responsible for any damage as well excessive wear and tear.

Uniform Costs

If a uniform part is lost or damaged beyond repair, the student will be responsible for the replacement costs.

DAILY INSTRUCTION OF BANDS AND INDIVIDUAL COMPETITION

All band members are expected to:

- Maintain eligibility at all times, keeping grades in all subjects at 70 or better.
- Maintain a grade of 90 or higher in band in all 6-week periods.
- Be prepared to practice and perform given literature in a professional manner.
- Serve as tutors and peer supporters to help other band members maintain their eligibility and deal with any problems they may encounter.
- Uphold the principles, policies and procedures of the band, school and community.
- Acknowledge and respect the leadership structure of the band program.
- Act as role models for other band students
- Encourage and provide assistance and support for all bands.
- Maintain the highest possible positive attitude toward this program and our school.

Wind Ensemble

This performing group serves as Anderson's varsity ensemble and by audition only. The size of the ensemble is determined by prescribed wind ensemble instrumentation with one player on a part on most instruments. Membership in this group has stringent requirements and considerable expectations. These students must:

- a) Prepare the TMEA All-State audition music and perform to the highest level attainable and compete at the TMEA All District/Region Auditions.
- b) A student may elect to perform a solo from memory to qualify for State Solo contest.
- c) Prepare and perform a solo at UIL contest.
- d) Understand that the demands on their time will be significantly higher due to increased individual practice time, difficulty of literature and expected participation in band functions. Most students can expect to practice at least 45 minutes per day outside of class or rehearsal time.
- e) Step forward into the leadership roles for the band, including drum majors, section leaders, squad leaders and band officers.
- f) **Wind Ensemble students must be enrolled in private lessons.**

Symphonic Band

This performing group enters concert contest classified as UIL non-varsity (A). Students are admitted to this group either by audition or by director's approval, which is based on the student's ability and/or the need for a particular instrument to complete a balance of instrumentation. Students in this group have the following requirements:

- a) Prepare the TMEA All-State audition music, with specific cuts and perform to the highest level attainable.
- b) Prepare and perform Class I or II solo or an ensemble for UIL contest.
- c) Understand that they will have demands on their time due to practice time (30 min. per day) and expected participation in band functions.
- d) **Symphonic Band students are strongly encouraged to be involved in private lessons.**

Concert Band 1 / 2

This performing group enters concert contest classified as UIL non-varsity (B). Students are admitted to this group either by audition or by director's approval, which is based on the student's ability and/or the need for a particular instrument to complete a balance of instrumentation. Students in this group have the following requirements:

- a) Prepare the TMEA All-State audition music, with specific cuts and perform to the highest level attainable.
- b) Prepare and perform Class I or II solo or an ensemble for UIL contest.
- c) Understand that they will have demands on their time due to practice time (30 min. per day) and expected participation in band functions.
- d) **Concert Band students are strongly encouraged to be involved in private lessons.**

General Grading Policy

Students will be graded on the following scale:

- | | | |
|---|---|------------|
| * | Daily / Participation | 60% |
| | Includes: Instrument, Music Supplies, Concentration, Class work, Weekly Playoffs, Hearings etc... | |
| * | Extension of Class | 40% |
| | Includes: Co-curricular events such as concerts and rehearsals. | |

Individual Competition

Individual competition at the district level is strongly encouraged for all band students. The Texas Music Educators Association (TMEA) provides competition for individual students. Each summer, three etudes are selected for each concert instrument. An etude is a technical study designed to teach the techniques, dynamics, rhythm, and interpretation contained within a short, well-defined piece of music. There are typically two fast, technical pieces, and one slow, interpretive piece. Intense preparation of this music accomplishes two things:

- a) It provides instruction on the capability of the instrument, the technique and interpretation of that instrument's music, some music history, and to further the playing ability of the student.
- b) It serves as audition music for a series of competitive events used to select the top musicians in the district, region, area and state. All students in the Anderson Band, regardless of performance group, are required to prepare and perform the music applicable to their grade level. Students receive tremendous self-satisfaction and acclamation for progressing through these auditions, being selected for the All-District, Region and Area Bands, and culminating with being named to an All-State group. The grades are received for preparation of the music, attendance at sectionals, and performance of the music to the best of the student's ability at contest.

All-Region Jazz Band. This audition occurs in late September. This music is available to any student who wishes to make this effort. There are several jazz pieces, and the student is required to improvise. This competition is open to saxophone, trumpet, trombone, percussion, and rhythm section.

All-Region Orchestra. This audition is held on the first Saturday in November. This competition is set up like the band auditions, except that some instruments are not represented in an orchestra. Students selected to the All-Region Orchestra attend a clinic and perform a concert in mid-November. Students receive a patch, and automatically progress to the All-Area auditions, which are for both band and orchestra students. This is great opportunity to prepare for All District/Region Auditions.

All-District/Region Band. A panel of five judges, who are behind a screen, scores students participating in these auditions. A group of students, all playing the same instrument, are allocated to a room, and each of the three etudes are played. Of the five scores, the highest and lowest scores are thrown out, and the three remaining scores are averaged for that student's score. Roughly the top 25% scoring students from these auditions are named All-Region and/or All-District musicians. All-District students receive a patch. The district band does not perform as a group.

All-Area Band. This is the last of the competitive auditions in the selection of All-State musicians. This competition is held in early January, and includes 5A students from Area D. It also includes those students who were named to the All-Region Orchestra. Based on this competition, the top scoring students in each instrument group are named to All-State.

All-State Band. This is the highest individual accomplishment for a student musician in the state of Texas. The All-State musicians attend the TMEA State Convention in San Antonio in early February for a three-day clinic followed by a concert that is attended by top music educators from throughout the state and around the world. Upon arrival in San Antonio, All-State students have one last audition in which they are placed. This determines which all-state group they will work with and perform during the next three days. There are four performing groups for band students, the All-State Concert Band, the All-State Philharmonic Orchestra, the All-State Symphonic Band, and the All-State Symphonic Orchestra.

UIL Region Solo and Ensemble Competition

Competition for solo and ensemble, both regional and state, is sponsored by UIL. This event is required for all Wind Ensemble members. Students may perform in up to two events, either two solos on different instruments, two ensembles, or one of each. The regional competition is held in February.

Failure to perform after being registered will result in a grade penalty and the student will be responsible for refunding the registration fees. Once the deadline is passed for selecting a piece, the piece cannot be changed for any reason. Additionally, if an accompanist has already been engaged and has prepared the music, the student will have to pay the accompanist fee, whether the piece is performed or not.

Solos

Students may select a solo for their instrument from a short list chosen by a director or their private lesson teacher. These pieces must be on the UIL Prescribed Music List (located in the Band Office). Most solos require an accompanist for which the student pays for. The Band Office assists in locating accompanists and in scheduling rehearsal and contest times. For the fee paid to the accompanist, the student should receive at least two 15 minute rehearsals and the contest time. Students should refer to the requirements of the band in which they play to determine what options they have for this contest.

Only 9th graders may play a Class III solo. Students may not play a solo or ensemble they have already played before.

In order to qualify for State Solo and Ensemble competition, a student must receive a Division I on a Class I solo played from memory at the regional level. Students who play a Class I solo with the music may compete at region but they will not qualify for state competition.

Ensembles

There are many combinations of ensembles that students may elect to perform, from trios, quartets, quintets, and choirs of the same instrument, to a variety of ensembles of mixed instruments. Ensembles do not have to be memorized, either at the region or state level.

To qualify for State Solo and Ensemble competition, the ensemble must receive a Division I on a Class I ensemble.

If a soloist or ensemble is unable to attend the official UIL competition date, the soloist or ensemble must perform for judges at Anderson High School on the date specified.

Texas State Solo and Ensemble Competition (TSSEC)

The state competition is held on Memorial Day weekend, usually after the last day of school and graduation.

Students may, but do not have to play the same solo or ensemble for both regional and state competition. However, the type of ensemble must remain the same, i.e., a saxophone quartet playing at region cannot change and become a saxophone trio at state. It must remain a quartet. Additionally, at the time of state competition, an ensemble may replace up to 50% of the original members, but at least 50% of the original members must remain, i.e. a trio may replace one member, a quartet may replace 2 members, etc.

Each student receives a handout prior to registering that outlines the responsibilities of both the student and the Band Office. Upon signing this, the student agrees to uphold these responsibilities.

The Band Office will complete the paperwork for entering students in TSSEC, but students must pay all fees to register for this contest. Once the deadline is passed for selecting a piece, the piece cannot be changed for any reason. Additionally, if an accompanist has already been engaged and has prepared the music, the student will have to pay the accompanist fee, whether the piece is performed or not.

All solos must be memorized for the state competition.

CONCERT SEASON

Performance / Rehearsal Requirements for the Concert Ensembles

The concert program is the heart of any successful band program. During this time, the focus is on the musical enrichment of the students on a variety of styles of music. This creates a platform for music making to occur through the fundamental development of tone, technique, reading and listening skills. Although concert season and marching season form two distinct parts of our year, both work hand in hand to develop a holistic approach to music education.

Each of the concert ensembles will perform at various times throughout the school year. Students are expected to participate in the performances of their assigned ensemble. Failure to participate in either rehearsals or performances will result in student removal from the organization at the discretion of the band directors. (See general attendance policies.)

Performances of the concert ensembles will include but are not limited to the following:

- Holiday Concert, December
- Pops Concert / Chamber Music, February
- U.I.L. Concert, April
- Spring Concert, May

Concerts are considered to have three parts: warm-up, performance, and listening. The concert begins for the student at the warm-up. Punctuality is essential. A concert concludes when the last group performs and directors have given permission for students to be dismissed. A general report time will be given for all students.

1. All concerts are a group effort, thus, attendance is required.
2. All concerts are an extension of the classroom and will be graded accordingly.
3. Students should be punctual and prepared for each performance / concert.
4. In the event a performance causes a student to miss another class, the student is responsible to make up all missed work!
5. The appropriate dress for all concerts will be a dress uniform. (See Uniforms.)
6. Students are expected to stay the entire concert.

Sectionals and Outside Rehearsals

Students will have a weekly section rehearsal for the purpose of rehearsing fundamentals of instrument technique, region music preparation, solo and ensemble preparation, and UIL concert and sight-reading. These are separate from all other rehearsals.

Students are expected to be punctual and prepared on a weekly basis. Absence from section rehearsals must be in accordance with the attendance policy. Students must make every effort to attend. Section rehearsals are an extension of the classroom and are graded accordingly. Sectionals will begin the first week of classes during the Spring Semester

UIL Concert and Sight-reading Contest

All bands participate in at least one concert competition during the spring semester. The primary contest is the UIL Concert and Sight-reading Contest, held at one of the schools in our region. This contest is the essential barometer by which music programs are measured. The contest occurs in April or early May, and students may be required to miss some part of the school day. This will be considered an excused absence and students are responsible for all work missed.

There is a concert portion and a sight-reading portion to this annual contest. Each portion is judged separately, but equally. Each band's concert program consists of three prescribed pieces, one of which is a march, and the director selects the other two from the UIL Prescribed Music List. Music is performed for three adjudicators for a rating.

The sight-reading portion demonstrates the student's basic fundamentals of music knowledge. Students apply all their skills as they learn and perform a piece of music they have never seen before for three judges.

Parents, family and friends are encouraged to attend the concert portion of the contest. This provides a positive audience for our students, which is very important. There is no admission fee.

This contest is mandatory for all eligible students. A major grade will be given to these students for this performance.

Eligibility

1. Many band activities are designated by the state as extra-curricular. The state laws regarding participation therefore govern these activities. The state law is such that a student shall be suspended from participation in all extra-curricular activities sponsored or sanctioned by the school district during the six week period following a grade reporting period in which the student received a grade lower than seventy in any one class. However, the student may not be suspended from participation during the period in which school is recessed for the summer. Also, students are not suspended for practice or rehearsal of extra-curricular activities.
2. Students may regain eligibility under certain circumstances. If a student has been suspended as a result of failing, he / she may regain eligibility by passing ALL courses in the third week of the affected grading period. Thus, he may regain eligibility at the conclusion of the 4th week of the suspension period. The students may also regain eligibility through the process of getting a waiver. There are special circumstances – see a director for more information.
3. A few band activities are designated by the state as co-curricular. These activities are which occur on campus, and are a natural extension of the learning taken place in the classroom. Examples of this type of activity are the public concerts, which are presented at the Anderson H.S. Theater. The state eligibility law does not govern these activities.

DO NOT WAIT UNTIL THE END OF THE SIX WEEKS TO TRY AND DO SOMETHING THAT WILL CHANGE YOUR GRADE! It is too late. Do not expect teachers to "give" you an extra point or two so that you can continue your extracurricular activities. This will not happen. Each teacher is charged with ensuring that you know the material in which you are being instructed. It serves neither you nor the teacher to "pass" you when you have not successfully completed the material.

Typically, the Number One reason for failing classes is not turning in work.

Eligibility during the fall and spring semester will affect band placement and marching band positions for the next year.

ANDERSON TROJAN BAND STANDARD OPERATING PROCEDURES

Financial Obligations

The district budget does not fully cover many of the band program's needs. There are some costs that must be borne by students. Please pay strict attention to deadlines. These will be posted in the calendar.

Fair Share

All Band members will be responsible for an annual fee. The purpose of the fair share fee is to help with the various expenses that are necessary to run a quality band program, but are not covered by the school district. These include such items as clinicians, music and technicians, band banquet costs, printing specialty items, general supplies, marching band design coordination and social activities. We prefer that the entire fee be paid before the first day of school.

Assessed Fees

Shoes:

All marching band students must have the approved Dinkles Patent Leather. No other shoe will be acceptable.

Summer Band Uniform:

This will be worn at all games and performances when not wearing the full band uniform. Cost will vary, however every attempt will be made to keep this at a minimum.

Misc. Supplies:

These will be such supplies as lyres, flip folders, camel packs, etc. The costs will vary from year to year depending on the student purchases from the previous year.

Financial Obligations must be taken care of by posted deadlines, or students may not be eligible to participate in any band social event. Every effort should be made to pay by the deadlines. Communication to the Head Director is crucial in matters of finances.

Fund-Raising

The Anderson High School Band Booster Club engages in several fund raising activities each year. The monies raised from fundraising activities will be credited to an account held by the Booster Club. This money will be used solely for the direct benefit of the students.

It is the policy of the Anderson High School Band that no student should be denied the privilege of band membership due to financial hardship. Arrangements may be made with the director for those students and parents who can verify the need.

Conduct

As a member of the Anderson Band, individuals will represent the entire band program, the school, the community and each of our families. The appearance and behavior of each band member should reflect pride in the fine reputation of this organization and the tradition of excellence that is the Anderson Band.

Band members must first abide by all rules and regulations set out for Anderson High School and Austin ISD. These rules, together with all laws set out by the state and federal governments supercede any rules and regulations set out by this program. Violations of district, county, state and federal rules and laws will be handled beginning with the Assistant Principal.

Austin ISD has a zero-tolerance policy for tobacco, alcohol, controlled substances, weapons of any kind, gang-related activities, and violation of state and federal laws. In keeping with district policies, the Anderson Band also maintains a zero-tolerance for any and all of these activities. This program takes great pride in the quality of students involved, and for our students, we demand that the environment in which they spend a great deal of their time must be one that is safe and that it provides an opportunity for personal and musical growth.

The Anderson Band expects that all of its students will exhibit those behaviors that are most conducive to a pleasant and productive working environment.

These behaviors include:

- Demonstrating courtesy and respect for others
- Showing proper conduct at all times. Displays of profanity, temper, flagrant violation of rules, etc., will not be tolerated. Individual behavior during a band function is a reflection of the group.
- Attending all classes and rehearsals regularly and on time.
- Preparing for each class and take appropriate materials and assignments to class.
- Students should be well groomed and dressed appropriately.
- Obeying all district, campus and classroom rules and directives.
- Respecting the rights and privileges of other students, directors and staff.
- Respecting the property of others, including fellow students, the band hall, the campus and all district property and facilities defined in the handbook.
- Avoid violations of the Student Code of Conduct.
- Following all director instructions from any director or staff member.
- Do not touch, handle, borrow or play on equipment you do not own or have permission from a director to use.
- Rehearsals are expected to be extremely quiet so that our time will be utilized wisely – raise your hand before asking questions.

Misconduct includes, but is not limited to, the following violations:

- Failing to comply with directives issued by the Directors
- Leaving school grounds or school-sponsored events without permission
- Directing profanity, vulgar language, or obscene gestures toward other students, directors, staff, visitors, teachers, etc.
- Theft
- Damaging or vandalizing property owned by others
- Engaging in behavior that gives directors reasonable cause to believe that such conduct will be disruptive to the band program
- Behaving in any way that disrupts the school environment
- Being tardy, failing to attend, being truant, or having unexcused absences
- Violating any communicated district, campus or classroom standards of behavior
- Inappropriate use of e-mail.

Students who have witnessed misconduct or have knowledge of acts of misconduct are required to report the infraction to directors immediately or they may suffer the same consequences as the person performing the misconduct. Failure to come forward with this information is the same as acting as an accomplice.

Misconduct violations may result in, but are not limited to, one or more of these penalties:

- Verbal reprimand
- Progress report to parents
- Grade reduction
- Assigned extra practice other than class time
- Assigned service to the program
- Denial of participation
- Denial of privileges
- Discipline report to Assistant Principal
- Removal from class
- Removal from leadership position
- Removal from the Anderson Band program

PERFORMANCE GUIDELINES AND EXPECTED BEHAVIOR

Performance Behavior

After arriving at the performance site, members should:

- a) Listen carefully for instructions as to getting dressed, unloading, etc.
- b) Depart the buses in a mature fashion.
- c) Do not run, sit on the ground or curbs, engage in horseplay, lean against walls or vehicles, etc. in order to protect your uniform.
- d) Remain focused, quiet, and always listen for instructions.
- e) Unload the trailer quickly and in an organized fashion. Take instruments out of the trailer, move AWAY from the trailer to assemble instruments, then return cases to the trailer or area designated by the logistics coordinator.

Behavior In The Presence of Other Bands

It should always be remembered that every band with whom we compete has also put in hundreds of hours of rehearsal and preparation time, and whereas we compete with these other schools on a regular basis, we are also have much in common. There are a few rules to remember when in association with other performing bands.

- a) When outside of the performance area, show politeness and respect for all other band members, regardless of where they are from. Over time, you will come to know students from other schools, and it is nice to be able to visit with them.
- b) In the pre-performance area, there is no opportunity for socializing. When approaching or leaving the gate, marching to and from the stadium, going into the stands area or warm-up area, members should avoid visual or verbal contact.
- c) Members should remain silent and attentive when other groups are performing, and should avoid visual or verbal criticism of any sort in public.
- d) When a band finishes a performance, enthusiastic applause and acknowledgement is always appropriate, no matter the level of performance.
- e) Parents, friends, and alumnus of the band should stay out of the band area in the stands and should stay out of the preparation area for shows and competitions. **(This must be enforced by band members)** Band members need no distraction from their focus on the job at hand. Members should not accept food, drink, candy, etc., from parents or friends in the stands or in performance situations.

Behave like a world champion, with dignity, bearing, class, professionalism, focus and pride. People around you will know who you are by the way you behave, both before, during and after a performance.

GRADING POLICY

Currently, the grading philosophy within the AHS Band gives each student in band a 100 at the beginning of each six-week grading period. Failure to meet expected, communicated and posted guidelines throughout the grading period, will constitute points subtracted from the beginning grade.

It is important to remember the mission statement of the Anderson Band and the requirement of each student to participate in each performance of the band. Failure to meet the performance schedule will result in a serious grade reduction.

At the beginning of each semester, each director will hand out guidelines that will tell the students how grades will be determined. Any student may check on their grade at any time during the grading period simply by arranging a meeting with their director and asking about their grades. Students are encouraged to take responsibility for understanding how they are graded and the status of their grade at any given point in time.

While grading parameters will change from the fall semester to the spring semester, some of the major grading categories may include:

Music Pass-Offs

Each student is required to play his/her music for a director in order to demonstrate proficiency. This will be true of all marching music; some stand tunes, and all concert music, whether for local performance or concert competition. Students may be required to pass-off other technical exercises from time to time, such as scales, warm-ups, etc. Students may be assessed on the following:

- a) Articulations, dynamics, style and phrasing.
- b) Characteristic tone quality and breath support.
- c) Proficiency of correct notes and rhythms.
- d) Ability to play in pulse with a metronome.
- e) Marking time correctly while playing and executing designated choreography, i.e., foot moves, instrument positioning, etc.
- f) Correct posture and hand positions.

Just because a student is "passed off" does not mean they have a grade of 100. It simply means they have played the assigned music at an acceptable performance standard. Students are encouraged to and receive grade credit for multiple pass-off attempts. Students can ask for their pass-off grade at any time.

Sectionals

Attendance is required at all sectionals. Sectionals are held in the morning or after school once each week for each instrument group, i.e., clarinets together, trumpets together, etc. Grades are given for attendance, preparation of the music, and class participation, including attitude.

Class Participation

The grade assigned to class participation includes preparation of music (indicated by outside practice), presence of all class materials, positive attitude, attendance, and improvement as a result of instruction.

Other parameters may affect a student's grade, but these will be outlined each semester in class, either by handout or posted on the board in the Band Hall.

There have been some misconceptions that a grade of 100 is given in band if one shows up. This is not true. Grades, like everything else of merit, are earned, not given, and the means to receive good grades in band is well defined.

INSTRUMENTS

The School District will provide a limited number of instruments for student use. These instruments include such highly expensive instruments as the Bassoon, Oboe, Tenor Saxophone, Baritone Saxophone, French Horn, Euphonium, Tuba, and general Percussion equipment. This equipment is generally purchased by the school district for student use because of its extremely high value. **Thus, all school owned equipment must be handled with optimum care.** Students failing to care for school issued instruments will lose the privilege to use such instruments. The following is a list of general procedures for school owned instruments:

1. If at all possible, students will be issued one instrument for home use and one for school use. Order of distribution will be done based on chair order.
2. The School District does not provide insurance for individually or school owned equipment. It is required of all students utilizing school owned instruments to provide insurance coverage for the said instrument. **Students will be held responsible for school owned instruments issued to them. This responsibility will include fire, theft, accidental damage, abuse and general maintenance not incurred through normal use.**
3. Students and parents must sign an instrument check-out form before the student can use the instrument.
4. Each instrument will be issued in good playing condition. Each issued instrument will be checked and cleaned prior to issue. Students are expected to maintain their issued instruments accordingly.
5. The band member is financially responsible for all equipment and/or materials checked out to him or her.
6. All equipment and materials must be kept in their proper storage location when not in use.
7. NEVER ALLOW ANOTHER PERSON TO PLAY YOUR INSTRUMENT. YOU ARE STILL RESPONSIBLE FOR ANY DAMAGE!

Special Note

School owned instruments are not to be treated as "free" instruments. Basic supplies must still be purchased and repairs must still be made just like personally owned instruments. Please strive to treat these instruments as if they were your own. Most school owned instruments exceed a \$2,000.00 value. **Since the expense of purchasing, leasing or renting is deferred, students using school owned instruments are strongly encouraged to participate in the private lesson program.**

DANCE GUARD

Dance Guard General Information:

Dressing Out

Dressing out is required during rehearsal and is part of the daily grade. Dress out clothes consist of:

- * T-shirt
- * Socks
- * Sweat shirt (when cold)
- * Additional items (director's discretion)
- * NO Sandals, flip flops or jeans
- * Shorts
- * Tennis shoes w/socks
- * Sweat pants (when cold)
- * Gloves
- * Drill-book w/pencil

Tote Bags

The following items are to be kept in the tote bags. Additional items may be included at the discretion of the director.

- * Hair spray
- * Hair clips
- * Make-up (in zip-loc bag)
- * Kleenex
- * Electrical tape
- * Wind suit (when applicable)
- * Bobby pins
- * Deodorant
- * Feminine products
- * Uniform parts (i.e. gloves)
- * Towel (in zip-loc bag)

Practice

When practicing, concentrate on technique. Pay attention to the details of both body and equipment. Do not "just go through the moves/routines" half-heartedly reiterating mistakes. Define each move as explained in class.

ANDERSON BAND LEADERSHIP

Drum Major

Drum majors are the conductors of the band while on the field, assistants to the directors at all times, and provide the pinnacle of leadership and role models to all band members. Selection of these individuals is rigorous and demanding, both on the candidates and the judging staff. Any individual, who wishes to serve as drum major for the following year, even if they were a drum major for the previous year, must audition. More detailed information will be given on the application and audition process as the time draws nearer.

Executive Council

Band officers together with the Drum Majors, comprise the Executive Council of the Anderson Band. This group of individuals forms the pinnacle of student leadership, and will play a large role in the positive functioning and high morale of this group. The Executive Council is presided over by the Band President.

Band officers will devote a great deal of time outside of rehearsals, sectionals and class time, in order to plan, prepare, organize and facilitate projects to benefit the band and the band students and to assist the directors and staff. Do not plan on being an officer if you are heavily committed with outside involvements, such as a heavy work schedule. If you fill an officer position now, your term will serve through the 2008-2009 school year.

Band officers will work closely with directors and staff, and will serve as the liaison between directors and students for many things. Officers are expected to watch for problem areas, suggest and implement solutions, and to generally be a source of creative ideas for improving the program and the band experience. In addition to the specific office duties detailed below, officers are required to attend an officer work week during June in conjunction with the fundamental marching camp, audition at the All Region Band Auditions, and perform in the UIL Solo and Ensemble contest. **Officers are the role models for all other band members.**

**The following Offices will be determined using the following percentages.
70% student 30% director**

President

- Calls and posts meeting times and locations at least one week prior to date of meeting
- Presides over meetings.
- Forms committees to accomplish tasks and projects.
- Serves as a member ex-officio of all committees and communicates regularly with committee chairpersons.
- Is ultimately responsible for projects and actions of band officers.
- Liaison between band and directors — communication regarding events, projects (requesting permission, reminding, asking for help, offering help).
- Attends all band booster meetings, reports on officer activities.

Vice-President of Service

- Creates activities for the betterment of the environment for the program and school.
- Assisting with directors with rehearsals.

Vice-President of Public Relations

- Support other organizations within the school during their contest times by making posters, signs, making use of announcements, bulletins.
- Inform newspapers of student accomplishments and upcoming events for band.
- Work with other groups within the high school to foster band spirit throughout the high school community, i.e., work with cheerleaders to devise routines to stand tunes, drum routines, etc.
- Present a publication in both hard and digital copy of student accomplishments, announcements and upcoming events to a director ready for approval. These publications will be sent to multiple media sources, i.e. newspapers, school district, band Webmaster, etc...

Vice-President of Social

- Work to maintain a high level of spirit and morale within the band.
- Purchase and prepare weekly gifts for other schools at football games.
- Ensure that all spirit efforts are within school guidelines.

Secretary

- Takes minutes of all meetings, types them in a professional manner, provides a copy to the Director of Bands, and posts them in a public place within 3 days of meetings.
- Takes attendance at all band officer meetings turns this into the director present.
- Responsible for thank you notes, notes of congratulations to other organizations at Anderson, other schools during football season, contest hosts, business for contributions, Band Boosters, and anyone else who contributes to the function or success of the band.
- Responsible for getting officer signatures on letters (listed above) and giving them to directors to mail.
- Ensure that a director, prior to mailing, approves all outbound correspondence, and that a copy of correspondence is kept on file in the band office.

Historian

- Is responsible for any and all archiving of Anderson Band events.
- This may include a scrapbook and/or a DVD to be presented at the Banquet.
- Keep an album of news clippings, photographs of band events/people, documentation of events.

Librarians

The Librarians will work with the substantial amount of musical literature belonging to the band. This is a significant administrative function, with little physical effort. Duties include, but are not limited to:

- Help to maintain the accuracy of the music library database, both on computer and in printed form.
- Ensuring that all parts plus the score is available for each piece of literature on file.
- Ensuring that all pieces are in order and can be found easily.
- Making working copies of all music being performed, including solos/ensembles.
- Preparing new music for the library.
- Help to maintain a video and audio library of the band's performances.
- Maintain all band hall bulletin boards.
- Responsible for the copying needs of all students in the band.

NOTE: There will be one librarian who will function as the "head" librarian. With this title comes:

- Delegation of tasks to the other librarians.
- Clear communication with each band director of their needs and expectations of the library and how it functions.
- Oversees and ensures that all tasks from a director are completed correctly and in a timely manner.

Election of Officers

Each band member who wishes to run for an office must submit a letter of intent to the Director of Bands prior to the deadline. The letter must simply state that the student intends to run for office, their credentials and that he/she will fulfill the requirements of the position to the best of their ability. It should be professionally written, preferably typed, and should include the date and the candidate's signature. If running for more than one office, please write only one letter of intent, but list each office you are interested in.

No further letters will be accepted after the due date, and the directors will begin interviewing each candidate individually. Following these interviews, a list will be posted indicating the offices and the candidates running for each office that the students will vote on, together with the election date. If no letters are received for a position by the due dates, the directors will appoint these positions. All offices, appointed and elected will be announced at the same time.

Section Leaders

Section leaders will be responsible for efficient operations of their sections. They will complete weekly inspections, maintain field discipline, provide instruction, serve as a positive role model, and assist the drill instructors as needed. Section leaders will be held to the highest standards. Any violation of the code of conduct may result in loss of position. They will be selected through the first portion of the drum major audition process. More detailed information will be given on the application and audition process as the time draws nearer.

LETTER JACKETS AND LETTERS

ANDERSON BAND LETTERMAN POLICY

The Anderson Trojan Band Letterman policy is designed to reward achievement and participation. A student receives a Varsity Letter through credits of participation through various aspects of the Trojan Band program or through outstanding achievement at a TMEA State-level contest. Participation above and beyond the norm is mandatory for earning a Varsity Band Letterman's Jacket.

The two standards for qualification are listed below:

ACHIEVEMENT STANDARD

Student must achieve All-State level in any of the following contests:

- TMEA All-State Band*
- TMEA All-State Orchestra*
- TMEA All-State Jazz Ensemble*
- First Division on a Solo at UIL Texas State Solo and Ensemble Contest

* The student candidate must participate in the respective All-State clinic/concert to measure for the jacket.

The student can be any grade level to receive the Varsity Letter but must be registered and participating in a band class to receive the Letter Jacket.

PARTICIPATION STANDARD

This standard applies only to senior students who have accumulated all of the following credits of participation within the overall band program. The senior student must be enrolled in a band class to receive a Varsity Band Letterman's Jacket.

- Two credits of participation in Marching Band (four fall semesters) *and*
- Four credits of participation in a Band class*

* The following substitutions may be made for Instrumental Ensemble Credit:

- Two semesters (one credit) of Jazz Ensemble may be substituted for two semesters (one credit) of Band.

ACKNOWLEDGEMENT & AGREEMENT FORM

Student's Name _____

This handbook has been designed to provide you with the rules and requirements for participation in the Anderson High School Band. Its purpose is to give parents and students a clear and concise understanding of the workings of our band program and to provide a guide that covers most aspects of the function and requirements of participation.

We, the undersigned:

1. Have read and thoroughly understand and agree to comply with the contents of this handbook.
2. Agree to obtain a new copy if lost or destroyed.
3. Understand that this manual is to serve as a reference for student participation, and will be checked periodically as a required part of the band curriculum for this course.
4. Understand that this document must be returned within one week of receiving this handbook.
5. Understand that no student will be allowed to participate in any band function that has not returned this document.
6. Membership in the Anderson Band program is a privilege, should I abuse that privilege through inappropriate behavior, I understand that this privilege may be revoked.

Student's Signature

Parent/Guardian's Signature

Date

Date