

# HALLSVILLE BOBCAT BAND HANDBOOK

## Introduction

The band program at the Hallsville ISD forms a vital and important part of the total school life. This group represents a large, colorful, visible and highly disciplined segment of the school. School life, with its many programs and traditions, would seem dull without the band and its contributions. The band's appearances at sporting events, concerts, parades and contests as well as community and civic events, add a great deal of color and life to the Bobcat community.

The main emphasis of the band program is on musicianship and pride of accomplishment, followed closely by citizenship, tradition, moral, self discipline, spirit and loyalty. It is pride of a job well done and the accomplishments achieved that make the sacrifices worthwhile. It is possible by setting your schedule in a reasonable manner to have a highly successful band career and still maintain a high scholastic standing. It is also possible to be a member of the band and participate in other extracurricular school activities. The success of the organization will lead to success of the individual and vice versa.

## Philosophy

The central goal of the school band is to make music. By-products of this music-making include the development of the feelings of belonging to a group, self-esteem, self-discipline, self-confidence, reward for a job well done, ability to get along with others, importance of responsibility, loyalty, respect for others, goal setting, skills and tools needed to perform to the best of one's ability. Most important is the appreciation of the aesthetic values that only music can achieve. These, of course, are life skills as well as music skills.



## Outline for Success

- S – Success
- U – Understanding
- C – Compassion
- C – Creativity
- E – Excellence
- S – Self-Discipline
- S – Self-Acceptance



## Goals Of The Band

**Mental and Physical Discipline.** The student shall be provided opportunities to: develop powers of concentration; memorize music; prepare and practice individual parts; develop self-discipline and group discipline; and memorize marching drills. ( if offered)

**Citizenship Through Group Endeavor.** The student shall be provided opportunities to: develop leadership abilities; develop responsibility; develop the ability to cooperate with others and to work as a team member; and develop diligence.

**Physical Conditioning.** The student shall be provided opportunities to: develop strength, stamina, and endurance; and develop coordination.

**Cultural Growth.** The student shall be provided opportunities to attain knowledge of music history and band literature through performance.

**Ability to Make Musical Value Judgments Through Critical Listening.** The student shall be provided opportunities to recognize quality of sound, pitch, style, tempo, rhythm, blend, balance, phrasing, dynamics, and articulation.

**Music Theory.** The student shall be provided opportunities to: know and use note values and rests; know and use keys, key signatures, and scales; know and use musical terms, signs, and symbols; recognize and tune intervals and harmony; and train the ear.

**Proper Instrumental Technique.** The student shall be provided opportunities to: care for the instrument; assume correct posture and playing position; develop the embouchure; develop good tone; breathe properly; develop technical proficiency (fingering, articulation, etc.); and develop rhythmic skills.

**Creative self-expression.** The student shall be provided opportunities to: express oneself in every performance experience; and explore careers.

Each one of the above elements will be stressed throughout the year. It is very important for daily home practice and for students to be present at all rehearsals and performances. With this in mind, we will be able to continue our winning tradition.

# 7 Cardinal Rules in **Life**

**1** Make peace with your past  
so it won't screw up the present.

**2** What others think of you  
is none of your business

**3** Time heals almost everything,  
give it time.

**4** Don't compare your life to others  
and don't judge them. You have no idea  
what their journey is all about.

**5** Stop thinking too much  
it's alright not to know the answers. They will  
come to you when you least expect it.

**6** No one is in charge  
of your happiness, except you.

**7** Smile. You don't own  
all the problems in the world.

## GENERAL RULES AND REGULATIONS

### Attendance at Rehearsals and Performances

- All band members are expected to attend all rehearsals and performances unless excused by the band director. In case of an emergency, it is the responsibility of the student to contact one of the directors before the rehearsal or performance, (unless impossible) or the absence is unexcused. **Any time missed must be made up!**
- Students absent during a marching band rehearsal, unless excused by their director in advance, will forfeit their place in the marching line-up and will serve as an alternate. If their absence was caused by a school related activity, an emergency or illness, they will be returned to their position as soon as possible.
- Students who are alternates during football season will attend and participate in all band functions.
- Punctuality is of vital importance in the band. The nature of the band's operation at football games, concerts, and travel away from home make strict adherence to a schedule very important. Students who are habitually tardy or absent will forfeit any position of responsibility or honor with the band and may be transferred out of the band.
- Students will be given an approximate time for a rehearsal or performance to be completed.
- Transportation should be present for the students when the event is over; we will not continue to wait over 30 minutes for rides. If a student cannot be provided transportation to and from band on time, it will be necessary for the student to withdraw from the performing group. In case of an emergency or an unavoidable situation, call as soon as possible to make arrangements for transportation. If you have a problem with transportation, contact one of the band directors and let them make your name available for car pooling, etc.

### Conduct

Band students will demonstrate an attitude of good discipline and attention during rehearsals. Each rehearsal should be a musical learning experience for each student. Each performance will be only as good as its best rehearsal. Disturbances by band students in rehearsal show a lack of interest and respect to the band; therefore, they should find another activity to hold their attention.

## Football Game Rules and Conduct

**Every student must attend each football game.** The only excuses accepted for absence are death in the immediate family, contagious illness, or a doctor's note.

Behavior in the stands includes:

- No sunglasses, hats (except band shakos) or other inappropriate attire
- No food or drinks in the stand at any time. (Water is permitted)
- No visitors in the stands unless approved by a band director
- Exit stands by going to the end of the row and down the stairs
- Uniforms should be worn in full dress unless instructed otherwise by a band director
- The proper band t-shirt must be worn under the uniform coat at all times
- The band will only perform in the stands the tunes which have been rehearsed
- All band students should be back in the stands after the 3<sup>rd</sup> quarter break with instrument, flip folder, etc., ready to play at the beginning of the 4<sup>th</sup> quarter. **If you miss the 1<sup>st</sup> note of the 1<sup>st</sup> song of the 4<sup>th</sup> quarter, you will miss the 3<sup>rd</sup> quarter privileges in the following week.**
- In order to keep uniforms and instruments in tact, students should keep movement in the stands to a minimum. (No dancing allowed)
- No jewelry should be worn while in band uniform
- **YOU are responsible for putting up all of your equipment after each game!**
- Long hair must be put up under band shako during performances
- Students should strive to look uniform in appearance. Hair color that is not natural is not permitted in uniform.
- Suspenders should be worn at all times
- No playing on horn in stands unless instructed to do so by a band director
- Do not spray perfume, hairspray, deodorant, etc. in the stands.
- 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.
- Students will remain in the band setting at all times during the game. Drinks will be provided by the Band Booster organization. **Students will refrain from accepting food or drinks from parents, relatives, or friends.**
- Students needing a restroom break must be accompanied by a chaperone.
- The band directors will coordinate the times for student leaders to participate in the good sportsmanship procedures of officer meetings and introductions.
- Upon return to the band hall at the conclusion of a game, students will insure that all personal items, uniforms and instruments are placed in the proper storage areas.



## Bus Conduct



**All band members will ride to and from the destination on designated buses.**

- Parents needing their child to ride home with them must turn in written notice before the trip. The students must be picked up by the parents or a designated adult.
- In case of an emergency, the band director may approve other means of transportation.
- Band students are expected to follow all rules and regulations established and approved by the school district in the "Student Handbook" and "Code of Conduct."
- Everyone is to remain seated.
- No food or drinks on bus without permission.
- Do not put heads and arms out windows while traveling.
- Uniforms must be worn or carried on hangers.
- No hitting or banging on bus or seats.
- No initiations (such as decorating faces with makeup, shoe polish, etc.)
- No shoe polish writing on buses (ours or anyone else's.)
- No exit through rear door except in an emergency.
- Do not get off the bus until the director has given instructions to do so
- No switching buses without director's permission..
- Group singing and chants, etc., are permitted at drivers discretion.
- No squealing or unnecessary shouting.
- Chaperones will be in charge of checking the roll.
- Chaperones have the authority to assign seats.
- At the end of each trip, the student is responsible for unloading his/her own equipment. Nothing should be left on the bus.
- Do not play instruments on the bus.
- When the bus comes to a halt, all talking, noises, and other distractions shall cease until the bus is in motion or permission is given.
- Appropriate behavior should be conducted at all times on the bus between males and females. Students should refrain from public displays of affection.
- All school rules and policies should be observed at all times.
- Audio devices (Radios, Ipods, CD players, etc.) are permitted only if the student uses headsets.
- Do not spray perfume, hairspray, deodorant, etc. on the bus.
- Students will sign up for seats on the bus and the assignments will be posted so that students can readily locate their seats on the bus.
- After darkness appears, females students will sit with female students and male students will sit with male students.

**Adult chaperones are a great asset for the band program. Proper respect will be shown to all adults associated with the band program at all times.**

## **Band Trips**

Major band trips are scheduled for all bands of the Hallsville Independent School District. These trips are scheduled by the band directors and are provided as awards for a job well done and as an educational experience. The number of trips and the destinations will be determined by the band directors, school officials, and Hallsville Band Booster Organization. Past trips for band members include attending Splash Kingdom in Canton, TX. for 6<sup>th</sup> grade students; attending Six Flags Over Texas in Dallas for Junior High Band members; attending music festivals in Colorado, St. Louis, Nashville, Gatlinburg, Orlando Disney World, and Washington D.C. for High School for High School Band members. The Bobcat Band seniors have taken trips to Colorado & New Mexico to enjoy snow-skiing escapades, and have traveled on several cruises to the Bahamas, Key West, Florida, Cancun & Cozumel, in Mexico, and New York, NY. These trips are funded by various fund raising activities, parents, and the Bobcat Band Booster Organization.

Band accounts are set up for students to make deposits into their trip accounts. The monies (profits) raised from specific fund raising activities will be deposited into the Hallsville Band Activity account and will be credited into each student's account. These funds cannot be transferred to another student and cannot be used for any expenses outside of the band. Any additional personal deposits made from outside sources may be refunded, but all monies raised from fund raising will remain a part of the band activity fund.

## **The Band Beatitudes**

**Blessed are they who play with spirit,  
for theirs will be a band with style  
Blessed are they that listen,  
for they shall have good intonation.  
Blessed are they who follow the conductor,  
for they shall obtain precision.  
Blessed are they of pure tone,  
for they shall be a credit to their band.  
Blessed are the sincere players,  
for they shall be called artists.  
Blessed are they which practice righteously,  
for they shall achieve perfection.  
Blessed are they which do hunger and thirst for good music,  
for they shall be satisfied.  
Blessed are ye who play with good posture and deep breath,  
for your instruments shall be filled.  
Blessed are the fine bands,  
for they inherit a glorious tradition!**

## Band Hall Rules

- Abide by all school rules, codes, and policies as established by the Hallsville Independent School District, Board of Trustees, and school officials.
- All students are expected to conduct themselves properly at all times. Display of profanity, temper, flagrant violation of band rules/school rules will not be tolerated. **Individual behavior is a reflection of the entire band.** Any behavior, which is not representative of good citizenship, as perceived by the band director or staff, may result in the student's dismissal from the activity at hand as well as the band program.
- Stay out of offices, practice rooms, instrument storage areas, music library, and repair without permission.
- Music stands are provided for music; **DO NOT** use as a table; **DO NOT** lean on or play with stands.
- No food or drink in the band hall without permission.
- Do not run or play in the band hall, and at all times have respect for equipment and property. Students will not deface or mark on music stands, walls, etc.
- **DO NOT** play any instrument other than your own unless it has been approved by the director. Students will not touch, handle, borrow, or use anyone else's instrument, uniform, or personal belongings.
- Be on time and present for all rehearsals and performances.
- Be in your proper seat with instrument and music and any other items needed for the rehearsal when the tardy bell sounds.
- Pay close attention in class and **DO NOT** talk without permission. Students should ask for permission to speak by raising the hand and waiting to be acknowledged. All rehearsals are expected to be extremely quiet so that our time will be utilized wisely.
- Put your instrument in the proper slot in the instrument storage areas. **DO NOT** put instruments on the floor.
- Keep up with your own music. It is your responsibility to come to class with your own music and supplies.
- **DO NOT** write or draw on the chalkboard without permission.
- **DO NOT** get out of your seat without permission unless it is an emergency.

## **General Attendance – Band Activities**

In order to have and maintain a high quality band program, attendance for all members is essential. Absences will be classified as excused for the following reasons ONLY:

- Student's personal illness – must be documented
- Out of town (Unavoidable conflict during Summer Band ONLY)
- Death in the family
- School-related conflicts cleared by the director PRIOR to the absence
- Extreme circumstances (Band Director approval)

The "out of town" excuse will be accepted only during summer band practice after band camp and will be permitted only in cases of unavoidable conflicts and family vacations. However, any rehearsal time missed must be made up.

### **RESPONSIBILITY OF THE STUDENT**

Be regular in attendance and account for all absences and tardies. Remember, **Early is on time and on time is late.**

Be honest and fair with others concerning equipment, music, and school life in general.

Cooperate with fellow band members and share with them the responsibilities and privileges that are part of the band program.

Contribute positively to his/her music education and that of others by the best use of his/her talents.

**TREAT OTHERS AS YOU WOULD LIKE TO BE TREATED. TREAT THE DIRECTORS AS THEY EXPECT TO BE TREATED.**

Be on time to all practices and performances with all the proper equipment necessary to perform at the best of your ability.

Always make sure that you carry your part of the load by properly putting up all your equipment, instruments, music, etc.

Students should keep their designated storage area clean and neat in appearance. Students who demonstrate difficulty with this may lose the privilege of having a storage area in the Band Hall.

## **Responsibility Offenses**

**Responsibility is a vital aspect of the band program.** Students who do not fulfill the above responsibilities will be required to accept the consequences of his/her actions. This can include paying fines, extra after school rehearsals, special assignments, forfeiting positions, etc.

**It is very important for ALL band students to be on time for all practices (full rehearsals or section rehearsals), meetings, and performances. Students that are consistently late will be removed from the band program.**

## **DISMISSAL FROM THE BAND**

ANY STUDENT MAY BE DISMISSED FROM THE BAND  
BECAUSE OF LACK OF COOPERATION, REFUSAL TO  
CONFORM TO RULES AND REGULATIONS OR HAVING  
A GENERALLY POOR ATTITUDE.

## Performances and Extreme Circumstances

If the band directors approve a student absence from a performance in advance, an alternate assignment may be assigned. This may come in the form of a special performance by the student and/or a significant written assignment.

## Communication

Many problems can be easily avoided with communication. Students are expected to communicate to the band directors, IN ADVANCE, if a conflict arises. Any absence without official communication will be considered unexcused. Other factors to consider are:

- Never communicate through another student regarding attendance – only you or your parents should contact the band director.
- Please do not ask the band directors to contradict band policies by asking to be excused for a reason that has been clearly defined as unexcused. Be committed!

**Work, homework, babysitting, driver's education classes or transportation problems are never accepted as excuses for missing a rehearsal or a performance.**

## REHEARSALS and PERFORMANCES

**Rehearsals in the summer are necessary and all band members are expected to attend.** The High School attends a week-long band camp at a predetermined location and the Jr. High has a "Kickoff Day". Absences need to be approved in advance. You will be given a summer packet containing band practice schedules and band camp information. (All High School band students must attend band camp!) If students miss summer band practice days after the camp, they must make up the time. During the marching and concert season, rehearsals will be announced in advance to assure good attendance. Any absence must be approved in advance other than sickness or a death in the family. If a student does not go to band camp they cannot be in the band.

## **Marching Assignments**

It is our goal to include all band students in our Friday night performances. We will make every effort to see that this goal is met and that all students participate. However, only those students who excel at both marching and playing of the music will participate in the marching drill. The more you PREPARE, the better your chances will be of earning a marching spot in the contest drill.

The band directors will assign each student to a marching spot based on his/her ability to memorize the marching music correctly, marching ability, level of punctuality and attendance at practice, and attitude. Students who do not march at any given performance will become alternates and are still an integral part of the performance and will assist the directors with field equipment and organizational needs.

## **Alternates**

The Hallsville High School Bobcat Band uses an alternate system. A set block size will be selected for the band. Members without a position for the block will be alternates and are expected to attend all practices, functions, and performances of the band. The alternate will be expected to “shadow” or follow a member of the band during regular rehearsal.

**All band members are required to be at all performances.**

## **The Band's 10 Commandments**

1. Thou shalt warm up thine instrument silently and tune softly before each rehearsal.
2. Thou shalt constantly assume the position and attitude of attention during each rehearsal and performance, and at any other time the conductor's podium is occupied; thou shalt not use the back of thy chair when playing thine instrument.
3. Thou shalt use thine eyes to see the music and the conductor, thine ears to hear the music and the teaching, and thy mouth only to play thine instrument; thou shalt make all necessary movements unobtrusive.
4. Thou shalt not play thine instrument any place in the school building or on the school grounds outside the music rooms, unless under specific direction.
5. Thou shalt fill the air with music at least thirty minutes daily by practicing on thine instrument; blessed is he who maketh the heavens resound much longer.
6. Thou shalt not be late to nor absent from any rehearsal or performance of thine organization.
7. Thou shalt care for thine instrument, music, uniform, and all other properties which are entrusted to thy use; they shall be kept in good condition and stored properly; nothing shall be lost, misplaced or missing when needed.
8. Thou shalt be loyal, honest, courteous, and sportsman like in all thy dealings with thine organization and its members.
9. Thou shalt conduct thyself to show pride in and reflect credit to thy school and thine organization.
10. Thou shalt love thine instrument and thy music and thine organization as thyself.

## **Band Participation**

Band activities are numerous. Many are required but some are voluntary. A student who wishes may take part in any band activity, provided that the student is passing all academic courses from the prior six or nine weeks grading period, as required by law.

### **Examples of required activities are:**

- Performances
- Rehearsals
- Sectionals
- Class period (regardless of six or nine weeks grades.)
- All Region Concert and Clinic if the student is selected.

### **Examples of voluntary activities are:**

- Region Band
- Stage Band
- Solo and Ensemble
- District Band
- Fund raising activities
- Trips
- Private lessons

# **HIGH SCHOOL BAND GRADING SYSTEM AND ELIGIBILITY**

Grading System for Hallsville Band Members will be determined by general attitude, attendance and participation. Students will be required to pass off designated band repertoire, musical etudes, scales, and other required assignments as well as attend all rehearsals and performances.

## **Musicianship**

Musicianship is determined by evaluating how well one plays his/her instrument and completes written work or tests. The evaluation criterion includes test scores, daily class participation, sectional and individual practice, music playoffs, try-outs and chair tests.

## **Bandsmanship**

Bandsmanship involves the non-musical aspects of band participation. Punctuality, attendance, being prepared for class, behavior and attitude are a few examples of bandsmanship

A student's attitude can be best assessed in terms of willingness/ability to handle normal day-to-day responsibilities and expectations. Points will be deducted from a student's grade for the following infractions:

- Being tardy to rehearsals, band classes, sectionals or performances
- Not having all materials and equipment at each rehearsal or performance
- Bringing drinks, gum, food, or candy into the band hall or band lockers
- Talking or creating distractions during rehearsals/class
- Not properly storing all personal materials
- Not following teacher's instructions or school policies
- Leaving instruments out on the floor

## **Eligibility**

Scholastic eligibility requirements are based upon UIL rule and regulations and TEA House Bill 142 Rules and Regulations.

## **Band Challenges**

The director will provide specific times in the school year for challenges.

## **Individual Challenges**

The challenging student must inform the student who is to be challenged and a specific time will be set aside for the challenges. A band student refusing to accept a challenge, or failing to attend, forfeits the chair in question.

## **Section Challenges**

All students in the particular section will play a selected exercise or etude (musical selection). The seating arrangement will be determined by the director.

## BAND UNIFORMS

***Band uniforms are furnished by the Hallsville ISD.***

- Each student must provide an appropriate T-shirt as the director designates to be worn under the coat, white socks and white band shoes. (Tennis shoes are not acceptable.)
- The uniform must be clean and neatly pressed with shoes polished.
- The trousers should be worn with suspenders to insure proper fit and must extend to 1/2 inch below the top of the back portion of the shoe. The stripe on the trousers should remain straight.
- Students out of uniform in any fashion will not be permitted to make a public appearance.
- Any band student in public view is required to wear the entire uniform (shako and plume excluded) with all buttons buttoned, unless given permission by the director to be otherwise dressed.

**IMPORTANT:** If it is necessary to alter the uniform for better fit, NEVER CUT the uniform. It must be possible to restore the uniform to its original measurements after the student has returned the uniform at the end of the school year.

## INSPECTION

Inspection of uniforms and instruments may be held at any time by the director. Uniforms and instruments should be kept in good condition at all times. Uniform trousers at proper length, shoes shined, correct socks, proper cross belt position, clean cross belts, all buttons on uniform, instrument clean, mouthpiece clean on inside and etc. are all things that will be looked for in an inspection. **Instrument slots should be kept clean with no trash, music, dirty clothes, shoes etc. in the slots.**

# Band Uniforms

Uniforms are meant to be **UNIFORM**. Each piece has a special function and should be worn in a certain way. This diagram represents a typical Band student in full uniform. Study it carefully and follow the guidelines to know how to wear your uniform.

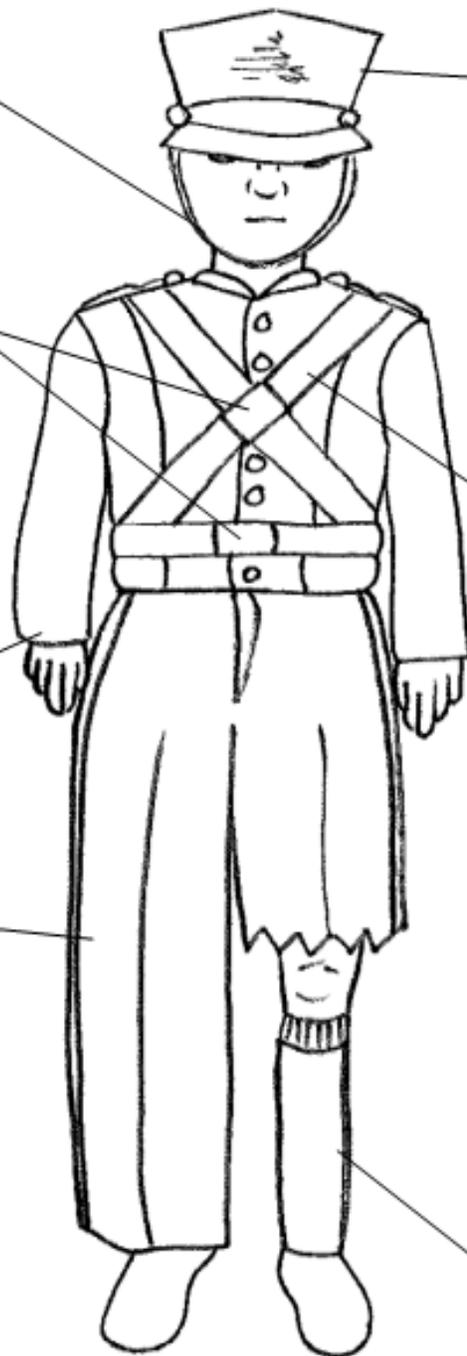
The Chin Strap should snug enough to hold hat in place but not so tight that it inhibits your playing or breathing.

Breast Plate & Buckles should be shiny. The bigger buckle goes on the right side of the belt and the smaller buckle goes on the left. The breast plate is fastened under the second button from the top of the coat and should point right to left.

The Sleeves of the jacket should come to the knuckles of the hand

The Pants should be just long enough to touch the top of your shoe without breaking.

White Band Shoes should be cleaned and/or polished for each performance. The soles of the shoes must be white as well. The laces must be clean and white also.



The Hat should be worn so that the top is almost parallel to the ground. The distance from the bill to the nose should be the width of two fingers. It can be cleaned with Windex or a damp cloth. Never use shoe polish or immerse in water.

Crossbelts must be spotless. The belt is worn over the second button from the bottom of the jacket. After putting the belt on, thread the right hand shoulder strap through the left epaulet first and then the left hand shoulder strap through the right epaulet. In front, cross the left strap over the right strap and snap them in place on the belt. Waist belt should be just under two buttons in back and must not sag in front.

Socks should be white, knee high, without stripes or other designs.

# BAND AWARDS

## Band Jackets

**To qualify for a band jacket a student must accumulate 500 points.** All students who are enrolled in band their senior year, and are a member in good standing, will be presented a letter jacket even though they have not accumulated 500 points. (Points carry over year to year.)

All-State Band or Orchestra	500 Points		
All-Area Competition	250 Points		
All-Region Band or Orchestra			
High School	150 points (make it) or 75 points (try-out)		
All-Region Band			
9 <sup>th</sup> Grade	100 points (make it) or 50 points (try-out)		
All-District Band	100 points (make it) or 50 points (try-out)		
Solo-Ensemble	1 <sup>st</sup> Division	Participation	
Class I Solo	250	125	
Class II Solo	150	75	
Class III Solo	100	50	
Class I Ensemble	200	100	
Class II Ensemble	100	50	
Class III Ensemble	75	25	
	1 <sup>st</sup> Division	2 <sup>nd</sup> Division	Participation
State Solo and Ensemble	350	175	100
Jazz Band		100	
Drumline		100	

**Extra Points may be earned at the discretion of the Band Director.**

Students who have already earned a band jacket may earn additional letters, limit one per year. **Students who have already earned a jacket in any other area may earn a band letter only.** UIL permits only one award like a jacket during the total high school years.

## BOOSTER CLUB

The band has an active booster organization called “The Hallsville Band Booster Club, Inc.” This organization is made up of adults who have a strong interest in the band program of Hallsville ISD. The purpose of the organization is to provide any needed support to the band program. Annual dues are \$10.00 per person and all band parents are encouraged to join and participate. Meetings will be set at the beginning of each year, which runs the same as the school year excluding June, July, and August.

## FACILITIES

We are fortunate to have some of the finest band rehearsal facilities in the State of Texas.

- Band members are to keep the band hall clean and neat.
- Keep chairs and music stands in place and use the trash cans for items to be thrown away.
- Use all equipment such as chairs and stands as they are intended to be used.
- Leave all food and beverages outside of the band hall and do not bring chewing gum into any band room, practice room, or office area.
  
- **Practice Rooms**
  - **To be used for practice or study only.** Keep practice rooms clean and neat. No food or drink in the practice rooms.
- **Instrument Storage Rooms/Shelves**
  - **To be used for instrument storage only.** All other items are to be kept in the student's locker. Keep the storage area clean and neat. Instruments are to be put in their cases and closed while in the storage room or shelf.
- **Uniform Room**
  - This room will be off limits to everyone except the quartermaster(s) and directors. All uniforms and related equipment will be issued from this room before each performance and checked in, if desired, after the performance.
- **Office Areas**
  - The director's office is not a student lounge. It is a private room used for conferences, private lessons and other band business. No student should enter, use equipment or remove anything without permission. If the office door is closed and the directors are in a conference or meeting, **Do Not interrupt.**

**“SUCCESS IS NOT MEASURED BY WHAT YOU ACHIEVE IN LIFE, BUT BY THE OBSTACLES THAT YOU OVERCOME”**

# **Officer Duties & Responsibilities**

## **President - Elected Position**

- Acts as main communication liaison between students, officers, and band directors.
- Coordinates and leads band officer meetings as needed.
- Addresses the HHS Band and speaks for the HHS Band when asked by Director.
- Assists Directors by arranging social events, such as after contest celebrations.
- Supervises Band Officers and insures tasks are completed in a timely manner.
- Assists directors by helping generate bus lists for all trips in coordination with band directors.
- Oversees and enforces the daily cleanliness of the band halls including.
  - Chair and Stand placement
  - Band Rooms
  - Hallways
  - Restrooms
- Assist band directors with instrument inventory check.
- Elects marcher of the week.

## **Vice President – Elected Position**

- Fills in for president in his/her absence.
- Assists President with all presidential duties.
- Responsible for helping Band Office Secretary with data entry.
- Insures students have all music.
- Assist band directors with instrument inventory check.
- Oversee the condition of and enforces the daily cleanliness of ensemble rooms. Practice rooms and instrument storage shelves.
- Assists boosters in icing down water for practices, performances and other events.
- Serve as chairperson for the Band Banquet committee.
- Assist band directors with instrument inventory check.

## **Secretary – Elected Position**

- Assists the band directors in distributing and gathering all forms.
- Assist band directors with instrument inventory check when advised.
- Keep accurate minutes of all band officer meetings.
- Takes attendance for every rehearsal, performance or other event and turns in to the band director.
- Assist band directors with band website when advised.

**Historian – Appointed by Directors**

- Compile a scrapbook of the year's events.
- Submit articles to local newspapers (with director approval)
- Assist band directors with instrument inventory check when advised.
- Oversees and enforces the daily cleanliness of the music library.
- Obtains pictures for scrapbook and bulletin boards.

**Librarian – Appointed by Directors**

- Assist Band Secretary in organizing music library.
- Assist in copying music.
- Assist in checking out music books, tuners, etc.
- Assist in keeping music library clean and in order

**Uniform Quartermaster – Appointed by Directors**

- Responsible for maintaining and organizing all aspects of uniform storage and checkout.
- Coordinate and supervise the uniform squad.
- Responsible for keeping uniform room clean and in order.

**Loading Crew Captain – Appointed by Directors**

- Coordinates and organizes the loading and unloading of all band instruments and equipment for football games, parades, contest, and other events.
- Oversees and supervises the loading crew staff.

**Class Representatives – Elected position**

- Assist officers in their duties when needed.
- Keep accurate records of band service hours.
- Serve at all band celebrations.
- Stay late after football games to clean and organize band facilities
- There will be 2 elected representations from each grade level (one male and one female).

**SWEETHEART and BEAU**

Sweetheart and Beau will be selected from the HHS Band Seniors by secret ballot prior to the presentation activities. These positions should exemplify the high character and spirit of the Hallsville High School Band.

## **EXPENSES**

### **Band Fee**

The High School band fee of \$150 is for expenses not covered by the school budget. These expenses may include but are not limited to the following items.

- Band Shirt
- Uniform Cleaning
- Miscellaneous supplies
- Celebrations/meals
- Compact Disc recordings
- Folders/Binders
- Emergency Medical Supplies
- Outside of School Activities
- Master Classes/Clinicians
- Water & Gatorade
- Cleaning Supplies

### **Financial Aid**

A student who wishes to be in the band but cannot afford the financial considerations should speak privately to one of the directors. Help may be available through the Band Booster Club, Activity Fund, or other sources.

### **Fund Raising**

Periodically fund raising activities are sponsored by the Hallsville Band. Since students benefit from these projects, they are encouraged to participate. Participation is not required. However, students who do not wish to participate will need to make up their portion of the financial burden on activities that the fund raising projects support.

## INDIVIDUAL PRACTICE

Practice is sometimes fun, sometimes drudgery, always necessary. The best way to make practice times more enjoyable and more productive is to get in a regular habit of practicing every day. Look for improvement, don't just "put in your time". When you're playing improves, then all the time spent will seem worthwhile. **A good practice routine should be allotted in the following manner:**

Warm up scales flexibility	10 minutes
Technique drills	10 minutes
Tone study	10 minutes
Solo work	20 minutes
Warm down	3 minutes

**Concentrate on getting a good sound. It makes no difference how fast or loud you can play, you must have a good tone to be enjoyable to listen to. Focus and center all pitches!**

Never sacrifice accuracy for speed.

Practice the parts you can't play. It makes no sense to spend all of your practice time on the spots you can already play well. Add to the bands sound, not detract from it.

**Practice does not make perfect; perfect practice makes perfect.**

## INSTRUMENTS

Hallsville ISD supplies some of the larger and more expensive instruments for student use in the band program. **Students using school instruments are personally responsible for their care.** As a member of the band you have a responsibility to have all equipment (instruments, music, and necessary equipment) in working condition at all rehearsals and performances whether you play a school instrument or your personal instrument. (See Addendum A)

**If these instruments are damaged or destroyed by misuse or neglect, the student is responsible for the cost of repairs or replacement.** Any problems encountered with an instrument should be reported to the band director as soon as possible.

**Instruments should always be kept clean for best playing results and best appearance.**

Appropriate forms should be on file with the directors for school issued instruments.

## **MAJORETTES, DRUM MAJOR and FLAG CORP**

**These positions are considered to be an honor and are to be treated as such.**

They exist only because there is a band and an attitude of band first should always be kept in mind.

Majorettes, drum major and flags are selected at the end of every school year by try-out. Information about try-outs will be given out at a time prior to the auditions.

The drum major is the director's first student assistant on the marching field and all band members should treat this position as a position of authority and respect.

Instrumental proficiency is considered part of tryouts. All majorette/flag members must play their instruments at all pep rallies, ball games, and other public musical performances. **They must pass off all music on time in order to perform with the unit.**

**The majorette/flag sponsor and the band director have the final decision where auxiliary units are concerned.** Disciplinary action against majorette/flag members is a sponsor and band director decision. The sponsor/band director reserves the right to decide who will be allowed to perform, whether due to inability of the student to perform the required routine, discipline problems, or absence from practice or performance.

**Majorette/flag members are expected to learn appropriate conflict resolution skills while a member of the unit.** Problems will be dealt with outside of class time. (No classroom or public confrontations will be tolerated)  
(See Addendum B)

**A Bobcat Majorette, Flag Member, or Drum Major should follow all rules as established by the Student Code of Conduct, the Extracurricular Code of Conduct, and the Bobcat Band Handbook. Punishment for a violation of a policy or rule will be in accordance with the established codes.**

**If a majorette/flag/drum major misses a required practice for any reason, he/she will not be allowed to perform that week (unless special arrangements are made with the director/sponsor). All missed time must be made up before the student can perform!**

**If a majorette/flag/drum major is dismissed, quits, or removed from the leadership role because of disciplinary action, he/she will not be able to try out the following year.**

## BAND TRIPS

The Hallsville Bands participate in various trips and activities throughout the year. It is important that all students conduct themselves in an appropriate manner as representatives of our school and community. **Band students are required to follow All School rules and policies as set forth by the Hallsville ISD Board of Trustees.** A band student must be a member in good standing of the Bobcat Band in order to participate in these trips. If a student violates any major school policy, such as drinking alcohol, smoking, drug use, damaging property, or stealing, he/she will be sent home at the parent's expense, and will be subject to removal from the organization and all penalties set forth in the Hallsville ISD Codes of Conduct.

### A Champion's Creed

(It's all in the state of mind)

If you think you are beaten, you are;  
If you think you dare not, you don't;  
If you think you'd like to win, but you can't  
It's almost a cinch you won't.  
If you think you'll lose, you've lost;  
For out in the world you'll find  
Successes begin with a fellow's will;  
It's all in the state of mind.

Full many a race is lost  
Before even the race is run,  
And many a coward fails  
Before even his work's begun.

Think big and your deeds will grow,  
Think small and you fall behind.  
Think that you can, and you will;  
It's all in the state of mind.

If you think you are outclassed, you are;  
You've got to think to rise;  
You've got to be sure of yourself  
Before you can ever win a prize.  
Life's battle doesn't always go to the  
Stronger or faster man;  
But sooner or later, the man who wins,  
Is the fellow who thinks he can!

## **A Special Note to Parents.....**

Parent involvement and interest in their child's musical growth can be the single most important factor in their total musical education. When parents are actively involved in their child's musical endeavors, the chances for success are exponentially greater than for the student whose parents show little or no interest.

It is important that through your actions, you show your child that you care about their musical development. You can show your support by attending concerts and contests and by attending civic and community or professional performances with your child. As much as possible, try to provide equipment and accessories that they may need and give them a productive place to practice. Praise your child when he/she practices regularly and offer encouragement when they don't. Ask your child how things are going in band class and have them play for you. Parents do not need prior musical experience to effectively support their child's development.

Band is not just about music. Like athletics, the band experience is about learning, performance, goal setting, competition, achievement, camaraderie, and most of all – learning life skills that will help every one of our members grow to be a successful adult. If we neglect important concepts such as accountability, responsibility, integrity, honesty, diligence, perseverance, and the ability to put others before self, we would be ignoring the MOST important character traits that a person can have. These are not traits that just “happen” or that you are simply born with. We must all nurture and develop these traits within our organization.

Thirty years from now, your son or daughter may forget some of the techniques of playing a musical instrument, but what he/she learns in regard to character and integrity, will be with them for life.

## In Closing.....

The following quote depicts a view on attitude and persistence. It represents the type of direction that we want our students to take – not only as members of “*The Roarin’ Band from Bobcat Land*”, but also in life.

*“The longer I live, the more I realize the impact of attitude on life. Attitude, to me, is more important than facts. It is more important than the past, than education, than money, than circumstances, than failures, than successes, than what other people think or say or do. It is more important than appearance, giftedness or skill. It will make or break a company. A church, or a home. The remarkable thing is we have a choice everyday regarding the attitude we will embrace for that day. WE cannot change our past and we cannot change the fact that people will act in a certain way. We cannot change the inevitable. The only thing we can do is play on the one string we have, and that is our attitude. I am convinced that life is 10% what happens to me, and 90% how I react to it. And so it is with you. We are in charge of our attitudes.”*

*---Charles Swindoll*

## **STUDENT, PARENT, AND BAND DIRECTOR ACKNOWLEDGMENT**

The Hallsville Bobcat Band Handbook has been developed as a guide through whom you will become better equipped in the basic fundamentals of being an outstanding bandsman. **READ IT CAREFULLY!**

The Bobcat Band is in need of your help and cooperation. It is important that every student understand the general information and be encouraged by his or her parents or guardians to follow the rules and regulations set forth in this document. Please read and discuss the band handbook with your child. When you have done so, it is requested that you sign this form and return it to the school. Your signature and that of your child acknowledges receipt and review of the policies. This form will be kept in your child's folder.

Failure to sign this contract does not take away the responsibility of the student to abide by the rules and regulations.

\_\_\_\_\_  
Parent/Guardian Signature - Date

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

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