



KAUFMAN LION BAND

STUDENT HANDBOOK

Table of Contents

Table of Contents	2
Disclosure	3
Kaufman ISD Lion Band Directors	4
Performance Opportunities	5
Kaufman ISD Private Lesson Policy	8
Attendance	9
Grading	11
KHS Band Hall / Fine Arts Facilities & Equipment	13
Public Performances and Travel	15
Lion Band Booster Organization	16
Implementation of Handbook Rules	16
Conclusion	16
Kaufman High School Band Handbook Agreement	17

Disclosure

Welcome to the Kaufman HS Band Roaring Lion Band!

By becoming a member of this ensemble, you agree to perform to the best of your abilities and work together with the band directors in making this year's band the finest performing ensemble that our combined efforts can produce. We do not expect every member of the band to be a virtuoso musician or performer. We DO expect maximum effort, maturity, and responsible actions.

In all cases, please report PROMPTLY to all rehearsals, classes and performances. Practice efficiently and sufficiently to be able to perform to your absolute best ability, every time all the time. Make YOUR best, BETTER!!

The success of this organization is a culmination of multiple pieces including but not limited to, spirit, pride, dedication, leadership and cooperation of its members. Certain rules, policies, and procedures are necessary not only so that the goals of the organization are met, but so that we can operate in a safe and effective manner for each and every member of our ensemble.

To ensure that we can have a safe and successful band program, we have developed this handbook. Its purpose is to ultimately familiarize each band member with:

1. General operation, procedures and guidelines of the Kaufman HS Lion Band
2. The standards by which all band members are expected to conduct themselves by

This handbook is not intended to be all-inclusive, as every possible situation and question cannot be predicted in advance; however, a thorough knowledge of these materials is essential to the success and operation of the Kaufman HS band programs.

Any and all final decisions/disciplinary actions are at the discretion of the band directors.

Kaufman ISD Lion Band Directors

Gerardo Loya

Director of Bands
gloya@kaufman-isd.net

Kyle Bennett

Associate Director of Bands
kbennett@kaufman-isd.net

Josh Blessing

Director of Percussion
jblessing@kaufman-isd.net

Ashley Cox

Norman JH Head Director
acox@kaufman-isd.net

John Macoy

Assistant Band Director
jmacoy@kaufman-isd.net

Nathan Phillips

Assistant Band Director
nphillips@kaufman-isd.net

Dan Suniga

Assistant Band Director / Color Guard Director
dsuniga@kaufman-isd.net

Performance Opportunities

Concert & Contest Season

A major part of the Kaufman ISD lion band program is in the area of concert contest and sight reading. The concert band involves all members of the band program and provides the most meaningful musical experience for student musicians. These rehearsals are much more detail oriented and will require high levels of musicianship. Be Prepared! Sectionals will be a required aspect of this season, dates and times will be communicated well in advanced.

Marching Season

The appearance of the band in the public eye is very important. Most individuals from beyond Kaufman ISD will see the Kaufman Lion Band ***only once***. The impression you receive from the public has a great deal to do with the presentation of yourself, the spirit and pride of the ensemble, and the general reputation of the band. We will strive to continually have our image be one that is favorable and reputable in all of our actions. Regardless of where you are, you represent the Roaring Lion Band, Kaufman high school, and Kaufman ISD!

The following guidelines will apply to FOOTBALL GAMES:

1. Be properly dressed in uniform at all times, unless otherwise stated by a director
2. No food or drink (water is the exception)
3. Sit in your assigned sections, there is to be no “floating” between different sections
4. Band members are NOT permitted to leave the band area during 3rd quarter.
5. No one other than CURRENT BAND MEMBERS, DIRECTORS, AND CHAPERONES are allowed to be in the band section without the express permission of the band directors
6. Cell Phones must be charged and ready for stand tune music (via BEAM music App)

The following guidelines will apply to MARCHING CONTESTS

1. Students must travel with the band in Kaufman ISD transportation to and from ALL competitions - Permission must be granted in order for students to ride home with parents.
2. Students are to remain with the band through the entirety of the contest.
3. Members are required to wear the following attire
 - Show shirt, band shorts, long black socks, and band shoes to all contests
4. Contests are public performances, students should act professionally at all contests.

Color Guard / Winter Guard

The color guard is essential to the effectiveness of the marching band. The color guard provides most of the general effectiveness of the show, dance, and other auxiliary elements in the production. Members of these ensembles please refer to the separate Guard Student Handbook for specifics on performances and other elements of the ensembles!

Varsity / Junior Varsity Marching Band

Just like most high school athletics programs, the Kaufman Lion Band has a Varsity and a Junior Varsity marching block. The Varsity block is the portion of the band who will march the competitive version of the fall marching production, while the junior varsity block (JV for short) marches an achievable version of the same show alongside the varsity ensemble. While both the Varsity and JV ensembles will perform/participate in the bands public performances and march the halftime show during marching season, only the Varsity block will march in competitive and UIL contests. While the JV block may not be actively marching during these contests they will still be required to travel with the band to participate in other roles as needed.

Participation in Varsity Ensemble

Membership in the varsity marching ensemble is not guaranteed. The stipulations of participation include but are not limited to:

- Grades, attendance, behavior, and marching/visual/musical skill.

Ultimately the decision of a varsity/JV position will be determined by a director. There is possibility for movement between ensembles (JV to Varsity or vice versa). Individual spots are NOT guaranteed. Assignment to or removal from is up to the discretion of the directors.

All-Region

All region is an extra event which presents students the opportunity to audition and advance in order to perform with the ATSSB All-State band in San Antonio, TX during the TMEA convention.

Wind Ensemble

- Members of the Wind Ensemble will be REQUIRED to participate in the All-Region process.

Symphonic Band

- Members of the symphonic band are required to perform “cuts” of the etudes for a grade. They are encouraged to participate in the all-region process.

Solo & Ensemble

The UIL Solo and Ensemble contest presents the opportunity for students to experience different elements of musical performance through solo or chamber (small) ensemble repertoire.

The following are the expectations for Solo and Ensemble

Wind Ensemble

- Perform a Class 1 or 2 Solo
- Perform a Class 1 or 2 Ensemble - membership/make up of ensembles will need to be discussed with the band directors

Symphonic Band

- Perform a Class 1, 2, or 3* Solo
 - *ONLY FRESHMEN ARE ALLOWED TO PERFORM A CLASS 3
- Perform a Class 1 or 2 Ensemble - membership/make up of ensembles will need to be discussed with the band directors

Kaufman ISD Private Lesson Policy

What are private lessons?

Private lessons offer students a unique experience that he or she cannot receive in a regular classroom setting. Students will meet with a private instrumental specialist specific to their instrument once a week at an arranged time. Lessons can be either 30 min or a full hour. During this time students receive specialized and full attention from the instructor. Lessons are geared towards helping our students become truly great musicians by focusing on what they need to progress and improve their musical skills. While we as a band staff strive to give our students the diverse and individualized attention they can need, we are limited simply by time and ensemble sizes. It is because of this we supplement students music education with these specialists.

Participation

Members of the wind ensemble will be required to participate in regularly scheduled lessons. A 1 (one) time fee of \$210 or 5 monthly payments (4 x \$40 & 1 x \$50) will be asked in part for the student for 22 lessons. KISD bands will supplement the rest of the fees necessary in order to accommodate the requirement being set. Lessons which do not start during the first week of September will be pro-rated to accommodate.

Members of the symphonic band will be highly encouraged to participate in these lessons, but will remain optional.

For more in-depth details on the KISD private lesson program including:

- Fees
- Responsibilities (student and instructor)
- Financial considerations/assistance
- Absences, tardies and termination of lessons

As well as the enrollment form, please refer to the KISD Private Lesson Policy forms.

Attendance

Attendance

The complete schedule of events is made available for students and parents at the beginning of the semester (for marching season). All rehearsals, clinics, contest days, and football games are on the calendar. It is the expectation of the Kaufman Band programs that members are in attendance at all of these scheduled events in order for the program to reach its full potential.

Doctors appointments¹, hair appointments, personal business, tutorials, etc. should be made in the afternoons Wednesday/Thursday if possible.

Exceptions may be made for special circumstances. Please communicate well in advance² for these occasions.

The Kaufman High School band will refer to campus and district absence policies as well as our own. Please communicate absences (excused or otherwise) to campus secretaries AS WELL AS Kaufman ISD band directors. This allows for an open source of communication.

If a student will miss a rehearsal due to illness³, unavoidable personal conflict, etc. please use the online absence form found on the band website

<https://www.kaufmanisd.net/performing-arts/band>

Completion of this form will go straight to the band directors.

Completion of this form DOES NOT automatically define an absence as excused. Determination of excused vs unexcused will be at the discretion of the KISD absence policy and the band directors.

All rehearsals are a part of the Kaufman HS band curriculum and, as such, are included as part of the band grading. An unexcused absence from a rehearsal is subject to, but not limited to, suspension from public performances. Multiple unexcused absences may result in loss of varsity/non-varsity positions/band placement or removal from the band program.

¹ A Doctors note must be provided for the absence to be counted as excused

² Well in advance constitutes a notification more than 24hrs or more before the scheduled event.

³ A Doctors note must be provided for the absence to be counted as excused

Performances

All performances are required. Unless academically ineligible⁴, students MUST be in attendance for performances with their prescribed music ensemble. This is including but not limited to,

- Marching Band, Concert Bands, Solo and Ensemble contests, etc.

For an absence from a performance to be considered excused, it must be communicated to the primary director of the affected ensemble **AT LEAST THREE (3) WEEKS PRIOR** to the absence. Directors, in conjunction with Kaufman HS administration if necessary, as to whether the absence is excused or unexcused will be determined after communication has been made.

Any unexcused absence from a performance may result in, but not limited to, the following:

- Movement from Varsity Block to Alternate (marching band)
- Suspension from band trips (Away games, spring trip, off-campus performances)
- Suspension from Home football games
- Multiple occurrences may result in loss of other privileges and/or removal from the band program

Sectionals

Although not specifically listed in calendar events (for marching season), there may be times when specific sections need more work. Sectional times as needed will be communicated as well in advance as possible. Students are expected to participate in these sectionals.

For concert and sight reading season, there will be required sectionals weekly that will be laid on the spring calendar. Again, all students are expected to be in attendance during their specified sectional time.

Unexcused Tardy Policy

Students are to be punctual to all rehearsals, performance call times, and any other band related event. The safest policy on the individual is to arrive 15 minutes before the set call time.

In the event of a tardy the student will be subject to disciplinary action by the director at the time of the occurrence. 3 unexcused tardies will result in an absence.

⁴ See page 12 for section regarding UIL no pass no play and ineligibility.

Grading

The majority of band assignments are set to meet the TEKS established by TEA and recommended by TMEA for fine arts classes. Band is NOT a class where a blanket participation grade is given or where a 100 is given for the six weeks based solely on attendance at rehearsals and performances; in neither instance do those scenarios align with/meet TEA expectations as well as KISD grading policies.

The Kaufman HS band classes will follow the grading guidelines set forth by KISD. Each class will have formative and summative assignments and grades each grading period. These can be but are not limited to;

- Pass offs
- Sectionals
- Playing Assignments
- Visual Assignments

These assessments will most always have a deadline, however students will be presented the opportunity to re-test/play for a higher grade after the deadline or until the end of the grading period. Final decisions are at the discretion of the band directors.

As well as the aforementioned summative and formative grading examples, ensemble rehearsal skills may also be included as evaluations during the grading period. Ensemble rehearsal skill evaluations will be made at every rehearsal, including those taking place outside of the school day.

These “Ensemble Skills” include but are not limited to:

- Attendance at all rehearsals, sectionals, and public performance (unless absence is excused⁵)
- Being in place, warmed-up and prepared for rehearsal at the time rehearsal is to begin
- Having all of your own music, a pencil, your instrument in optimal condition and all accessories required by the music⁶
- Being actively engaged throughout the entire rehearsal
- Having your individual part prepared before rehearsal
- Show effort in becoming better than you were when you walked into rehearsal

⁵ See page 9-10 for definitions of absences and policies.

⁶ Mallets, mutes etc.

Eligibility

Statistics have shown that students in a musical ensemble make one letter grade higher than most other students on average, and perform above-average on achievement/standardized tests.

However, eligibility is determined by the grade that is earned in classes (including band). If a student is struggling in a class they are HIGHLY encouraged (at times even required) to attend tutorials to get extra individualized attention. Do not be afraid to ask for help, chances are there is someone else in band who is proficient in what you struggle with. There is always someone willing to help you succeed!

UIL No-Pass, No-Play

In order to encourage students to maintain focus on core academics, UIL instated the “No-Pass, No-Play” rule.

Any student who does not maintain AT LEAST a 70% average in each of their classes during the first six (6) weeks grading period, and again at the first nine (9) weeks grading period will not be allowed to participate in any extra curricular activities in the following grading period. This is specific to marching band.

For HONORS classes (Pre-Ap, AP and Dual Credit) according to district and UIL policy, are EXEMPT from this rule. Students are strongly encouraged to pass ALL classes regardless of classification, however, honors classes will not affect eligibility or lack thereof.

Students may regain eligibility after the progress report (or the 9 weeks for the first grading period), if the student is passing **ALL** (with the exception of honors classes) of their classes with a 70 or higher (60 or higher for PAP/AP courses).

Eligibility or lack thereof goes into effect the Friday after progress reports or report cards are released.

KHS Band Hall / Fine Arts Facilities & Equipment

The facilities and equipment that we have here at KHS is among the nicest in the area. It is the responsibility of all band members to keep the equipment and areas provided as pristine as possible. Not only are they to be kept in the best shape possible, the facilities and equipment need to be treated with the respect that they are due. Instruments are expensive. Facilities are expensive. Uniforms are expensive. Something along those lines

Band Hall

The band hall is our base of operations and should be treated with dignity. The following guidelines are to be followed in regard to the KHS band hall, these include but are not limited to:

- NO food or drink inside of the band hall rehearsal/locker room areas without the express permission of a director. Water is permitted.
- NO ONE other than band members and band parents are allowed in the band hall without the express permission of a director.
- ALL doors leading outside are to remain locked and closed. NO ONE is to enter through these doors from the hours of 7:30 am - 4:15 pm. If a student is late to rehearsal they must enter the school through the cafeteria or main entrance.
- No food is to be stored in your instrument locker.
- Directors offices are to remain free of student belongings and are not to be used as a walk-way between band halls

School Owned Instruments

Students are provided the opportunity to check out instruments in the KHS band program. It is the responsibility of the student to maintain the instrument in all aspects including, playing condition and appearance.

An instrument check out form MUST be filled out with a director. Failure to abide by the agreement may result in loss of instrument check out privileges and/or need of compensation for damages.

Students should NOT swap instruments with other students or the band inventory without the express permission of a director.

NO STUDENTS, OTHER THAN PERCUSSION STUDENTS, SHOULD PLAY OR TOUCH PERCUSSION EQUIPMENT.

Uniforms

It is a privilege to wear any uniform of the Kaufman High School Band program. Whether it is a marching band uniform, concert attire, or color guard costume, the same standards apply. Be sure you have all of the parts of your uniform for all performances. All uniform parts must be worn correctly or not at all.⁷

Never attempt to “fix” your uniform on your own. See band staff or parents to resolve these issues. If your uniform does not meet the standard in which the KHS band requires there will be consequences equal to the action.

Marching Uniform Guidelines

All marching band uniforms are to be treated with respect. It is a privilege to have CUSTOM show toppers for each individual show that the band performs.

- Under the topper and bibber's members are required to wear their show shirt, their KHS black band shorts, and long black socks⁸.
- Baggy or bulky shorts, jeans are never appropriate to wear with the uniform.
- Hair must not touch the collar of the uniform and should be kept in a “show bun” under the shako.
- Hair must be a NATURAL color
- No jewelry is to be worn while in uniform. The only exception will be stud style earrings.

Concert Attire

UIL concert and sight-reading is a professional evaluation of our band programs. The attire worn for this event needs to reflect that. The KHS concert ensembles will wear “concert black” at all concerts, unless specific instructions are otherwise given by a director.

Gentleman

- Solid black, long sleeved, collared, button-up shirt. One that fits appropriately and can be tucked in.
- Black Slacks or dress pants
- Black belt (Belt is optional, color of the belt is not)
- Solid black dress shoes
- Black socks

Ladies

- Long black dress - below the knee OR Black dress pants with black dress shirt.
- Fit needs to be appropriate for school/professional occasions
- Black dress shoes and black pantyhose/stockings

⁷ If you have any issues with your uniforms, please make sure to see a drum major or band director as soon as possible.

⁸ unless expressly told by a director otherwise

Public Performances and Travel

Conduct

All members of the KHS band program are always expected to exhibit conduct beyond reproach, both in and out of band settings. By the time a student reaches high school, they should know how to behave appropriately. The high standards set by the Kaufman HS band will be strictly enforced. Poor behavior is a sign of a lack of maturity, pride, and concern for the band program. Members who continually display inappropriate conduct and/or violate school policies may will receive consequences in the band program as well as through KHS administration. These consequences may include but are not limited to loss of performing privileges, being moved to a lower level band class and/or removal from the band program entirely.

Travel

KHS Band students are to ride to and return from all football games, marching contests, concert contests and additional events as a group via KISD transportation. On rare occasions due to emergency, family commitment, or other KHS event necessities that a parent may provide transportation to and/or from a band event. In these instances the following will apply:

- Director must be notified
- Director must receive an email or written not from parents
- Student must either check in (if being brought to event) or be checked-out (if leaving from the event) to a director by the parent.

This protects the KHS band program, KHS, KISD, the parents and most importantly the students.

Football Games

Football games are one of the most exciting parts of being a member of the Lion Band. We are there to have fun, support the team, and perform at our highest level. Band members can (and at times are expected to stand up, cheer and dance in support of the team throughout the game, however, they should always remain in their assigned location. It is always important to be aware of the important equipment that is around you at all times, and be ready to play at any given moment (that is why we are there after all!). Students are always required to hold their personal assigned instrument while in the stands - damage to the instrument will be the responsibility of the student to whom the instrument belongs to or whom the instrument is checked out to.

ONLY CURRENT BAND MEMBERS ARE ALLOWED IN THE BAND AREA AT FOOTBALL GAMES⁹

⁹ Unless permission expressly given by a director

Overnight Trips

Any overnight trip will be governed by the policies of KISD concerning approval, administration supervision, eligibility, and absences. All students and parents will sign a Code of Conduct agreement form BEFORE leaving on the trip. This form will outline in detail all conduct, punctuality, discipline policies, and expectations for the students while on the trip.

Lion Band Booster Organization

The Kaufman Lion Band Boosters is a non-profit organization which includes very active parents and volunteers. The Boosters raise funds through the sales of concessions, fundraisers, and various other means throughout the year. The Boosters provide funding for many things such as meals, private lessons, scholarships, supplies, etc. The Boosters are also very active in the support of the band by volunteering to serve meals, chaperone at away games, band trips and so much more!

The Boosters meet once a month during the school year to review financials and prepare for upcoming events.

We invite all band parents, friends and family to join us in support of the Kaufman Lion Band!

Implementation of Handbook Rules

All rules, regulations and expectations of the Lion band will be upheld for each student that is enrolled in the band program at all times, **regardless of whether or not the Band Agreement Form has been signed and returned by every student.** This is to maintain the efficient operation, positive reputation, and safe successful environment of the KHS Lion Band, and more importantly the physical / mental / emotional safety and well-being of EVERY person involved with the KHS Lion Band.

Conclusion

This document is intended to guide the decision making process for Directors, parents and students of the Kaufman High School band program. It is again, not intended, to be all inclusive list of rules and regulations. It is impossible to lay out and discuss each scenario that could face our band program. Directors of the KISD band programs will always use their best judgement to evaluate and interpret each situation and make decisions that are in the best interest of the membership.

Please remember the purpose of this handbook is to provide information and create a framework within which important decisions can be made. Diligent adherence to these ideals and principles will allow our program to continue to prosper and be successful.

Kaufman High School Band Handbook Agreement

By signing this agreement, I _____ hereby confirm that:
(Print Name)

- ❖ I have read, understand, and agree to abide by the policies outline in the Kaufman High School Lion Band Handbook.
- ❖ I understand that ALL rehearsals and performances are mandatory, unexcused absences are subject to the consequences outlined.
- ❖ I understand being scheduled to work is NOT an excused absence, and may result in a negative evaluation of rehearsal skills.
- ❖ I understand that absences caused by sporting events NOT associated with Kaufman High School are unexcused and may result in negative evaluations of rehearsal skills.
- ❖ I understand that any and all final decisions are at the discretion and best judgement of the band directors.
- ❖ I have read and understand the implementation of Handbook Rules found on page 16.
- ❖ **I understand that failure to abide by or in cases of extreme misconduct may result in, but is not limited to, removal from the Kaufman HS Band Program, and further disciplinary action by KHS administration.**

Student Signature : _____

Parent / Guardian Name: _____

Parent / Guardian Signature: _____

Date: ____ / ____ / ____