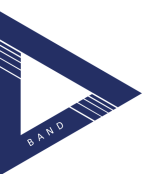




# THE HANDBOOK

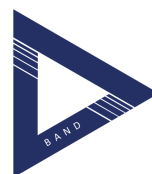
THE DEL VALLE HIGH SCHOOL BAND HANDBOOK

<https://www.delvalleband.com/>



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# W E L C O M E

to **The Del Valle High School Band and Guard Program**. The success of any organization is dependent upon the spirit, pride, leadership, teamwork, dedication, and cooperation of its members. Certain rules, policies and procedures are necessary so that the overall goals of the group are met, and the welfare of each individual member is best served.

By accepting membership in the Del Valle High School Band and Guard program, you are agreeing to perform to the best of your abilities and work together with the band staff in making this year's band the finest musical organization that our combined efforts can produce. In order for this to occur, students will need to be responsible, attentive, and respectful, and have a positive attitude. The directors will do their best to ensure that every student will be provided the opportunity to be successful, regardless of their ability as an incoming student or of their ambitions following graduation.

The Del Valle staff has developed this handbook to familiarize each member with general operation, procedures and standards by which all band members are expected to conduct themselves. 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 smooth operation and success of the program.

# M I S S I O N

## ***MUSIC PHILOSOPHY***

Every aspect of music is important and will be emphasized at various stages in a students' development. The Del Valle Learning Community stresses the advancement of the students' abilities to function in both the large ensemble, small ensemble, and individual setting.

Music offers a unique opportunity to effectively challenge each student cognitively and physically. The **Del Valle Learning Community** provides for emotional expression, intrinsic worth, and has a positive impact on individual students, families, communities, and cultures.



# GENERAL CONDUCT/EXPECTATIONS

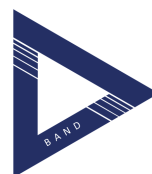
Band Members will observe all policies set forth by the Ysleta Independent School District, in addition to the following, as they pertain to the instrumental music setting:

1. All students are expected to conduct themselves properly at all times. Display of profanity, temper, flagrant violation of rules, etc., will not be tolerated. Individual behavior during a band function is a reflection of the group.
2. Students will follow directors instructions.
3. Students will be in their assigned rehearsal area ready to work at the set rehearsal time.
4. Students will bring all equipment including music, pencil, instrument, and all supplies to rehearsals daily. (See detailed supply list for each instrument.)
5. Students will keep hands, feet, and other objects to themselves.
6. Students will maintain a high level of acceptable behavior.
7. Students will not bring food, drinks, candy or gum in the Band Hall area without permission from a band director.
8. Students will not play on equipment they do not own or have permission from a director to use. Students will not touch, handle, borrow, or use anyone else's instrument, uniform, or personal belongings.
9. Students should ask for permission to speak by raising your hand and waiting to be acknowledged. All rehearsals are expected to be extremely quiet so that our time will be utilized wisely.
10. When allowed in the band hall, either before or after school, students will not disturb any rehearsal in progress.
11. Students will be allowed to use the student telephone before or after school without asking permission as long as such call relates to school business.
12. Students will respect the property of others, and return their equipment to its proper storage place when not in use. Each student is responsible for keeping his or her storage area clean.
13. Students will not enter the directors' offices without permission.
14. Students will not deface or mark on music stands, walls.
15. 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.
16. Students will utilize their assigned storage slot / locker for instrument cases during rehearsals. Cases should not be brought into rehearsals unless requested by a director.
17. Any behavior, which is not representative of good citizenship, as perceived by the band staff, may result in the student's dismissal from the activity at hand as well as the band program. This also applies to the actions of student leaders in both public and private events.
18. Students are expected not to bring students (friends) that are not part of the band program into the band room.
19. Students are asked to refrain from showing "public displays of affection" or PDA, in the band hall. See School and District Handbook

## **Discipline Plan**

Del Valle High School Band

The purpose of discipline is to create an environment that enhances learning and performance. This plan is based upon the premise that every student has a right to participate in the learning process without interference. Responsibility for behavior lies directly with the individual student. Therefore, anyone who interferes with the effectiveness of the classroom, performance, travel situations or learning environment in general, CHOOSES to accept the consequences as outlined below.



# GENERAL STANDARDS

1. Lack of preparation: Each student is expected to be in class, on the field, or present for travel on time, with the correct equipment, and with the proper attitude
2. Interruptions: verbal or nonverbal are considered inappropriate behavior. Students are expected to maintain a mature level of behavior.
3. Refusal to do as instructed: Students are expected to respond with a positive attitude toward instruction.
4. Profanity and /or obscenity: Students are expected to refrain from this type of activity.
5. Chewing gum: Food and Drinks of any kind are prohibited in the Band hall.
6. Use of illegal Drugs and/or Alcohol is prohibited (refer to the school handbook).
7. Failure to take proper care of equipment, including uniforms facilities is unacceptable.

## NEGATIVE CONSEQUENCES

1<sup>st</sup> offense – warning

2<sup>nd</sup> offense – warning – Conference

3<sup>rd</sup> offense – warning – Conference – call to parents – loss of chair and/or marching position

4<sup>th</sup> offense – warning – Conference – Call to parents – Sent to principal’s office (referral) – Loss of chair and/or marching position. Possible removal from participation in performing group and moved to a different class.

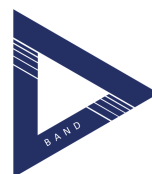
***Any student who severely disrupts the class will be sent directly to the principal for disciplinary action. He/She will notify parents. Removal from the band class may result as well.***

## GENERAL SCHOOL CONDUCT

As a band member, you are expected to display above average conduct at all times! This is not limited to band activities, but encompasses daily classroom and campus behavior. Failure to maintain good conduct will result in disciplinary action at the discretion of the band director.

## ANTI HAZING AND BULLYING

All members of the program are required to attend the YISD anti-hazing/bullying presentation on a yearly basis. Students are expected to refrain from participating in any hazing/bullying activities. All students are expected to report any type of hazing/bullying activity to a director immediately. Any form of Hazing/Bullying (physical or cyber) will be immediately reported to campus administration and will not be dealt with “in house” unless instructed to by campus administration.



# DIGITAL CITIZENSHIP

Any communication appearing on the internet is public domain, even if it is marked private. Members are responsible for their personal websites and postings, as well as posting from or on other students' websites. The area of appropriateness will include but are not limited to profane, foul, or disrespectful language (abbreviated or alluding to), pictures of suggestive poses, clothing, references to alcohol, drugs, and posting (either verbal or photos) that could be interpreted as being negative or threatening towards other YISD teaching staff or band members , or that demonstrated poor sportsmanship or a disrespectful attitude towards other bands. Any such incident will result in review by the principal.

## ELIGIBILITY

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. 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/she may regain eligibility at the conclusion of the 4th week of the suspension period. A few band activities are designated by the state as co-curricular. These activities are those, 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 Del Valle High School. The state eligibility law does not govern these activities.

## GENERAL GRADING POLICY

Students will be graded on the following scale:

Daily Participation/ Preparation	40%
- Includes instrument, music, music supplies, concentration, class work, weekly music checks, hearings etc....	
Extension of Class	40%
- Co-curricular events such as concerts and section rehearsals	
Tests	20%
- Playing and classroom tests	

***Failure to participate in a performance or failure to attend a mandatory performance function without prior approval from the Head Director may result in a failing grade for that grading period.***



# ASSESSED FEES

Fees listed below are approximate and may vary from student to student. Students will not be able to perform unless in proper attire.

- Shoes: all marching band student must have the approved black shoes. No other shoe will be acceptable. BLACK MTX Approximate: \$25.00-\$45.00
- School Instrument Fee: \$25.00 for the whole year. Only applies to students who use a school instrument.
- Supplemental Fee for the 2021-2022 school year is: \$250.00
- Flag Supplemental Fee for the 2021-2022 school year is: \$50.00 Flags are responsible for all apparel fees individually through the specified vendor.
- Band shirt: will be worn at all games
- Misc. Supplies: Include, but are not limited to, various supplies such as lyres, flip folders, water jugs etc. The costs will vary from year to year.

## STATEMENT OF FINANCIAL POLICY

It is the policy of the Del Valle High School Band that no student should be denied the privilege of band membership due to financial hardship. Arrangements can be made with the director for those students who need such considerations.

### **Financial Responsibility:**

It is the student and parent's responsibility to adhere to all payment deadlines. Failure to do so will result in holding the student's records upon graduation until all debts have been accounted for. Attempts to be removed from the class/program will also be denied until all debts have been accounted for.

## FUNDRAISING

The Del Valle High School Band engages in several fundraising activities each year. The monies raised from fundraising activities will be credited to an account held by the Band Parent Association. This money will be used only for the direct benefit of the students. Money in fundraising accounts is subject to state law regarding the collection of sales taxes and cannot be transferred to another student. A student may use the money in his/her account for the following band expenses:

1. Supplemental Band Parent Association Donation
2. Travel or trips with the band
3. Solo and Ensemble Fees, All TMEA region fees.



# TRAVEL GUIDELINES

The band will frequently travel on both school and commercial busses. Student conduct is expected to be at the highest level on any trip.

1. Students must travel to events and return from events on the bus. Any student wishing to arrive or leave with his/her parents must notify a director and the principal in writing prior to the event.
2. Students must have all necessary forms completed and returned to travel on any trip with the band.
3. Failure to fulfill and comply with any travel contract will result in full monetary penalties pertaining to the specified trip
4. While on the bus, students will:
  - Remain seated at all times
  - Keep the bus clear of food, drinks, and debris
  - Keep all body parts inside the bus
  - Use only approved type/headset radios.
  - Remain silent when an adult is addressing the bus.
  - Refrain from loud, boisterous talking, screaming, whistling, etc.
  - Refrain from any public display of affection.

## **Special Note:**

Students are reminded that all performances/concerts start and conclude at the band hall. 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:**

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





# SCHOOL OWNED INSTRUMENTS

*The Ysleta Independent School District will provide a limited number of instruments for student use. These instruments include such highly expensive instruments such as bassoons, oboe, baritone saxophone, French horn, Euphonium, Tubas, 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 or take care of their school issued instrument will lose the privilege to use such instruments.*

The following is a list of general procedures for school owned instruments:

1. If 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. Ysleta ISD does not provide insurance for individual or school owned equipment. It is recommended to all students with 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 needed not caused by normal use.
3. Students must check-out instrument by a director which will then be issued through the Charms website.
4. Each instrument will be issued in good playing condition; each instrument will be checked and cleaned by a music company prior to issue.
5. The band member is financially responsible for all equipment and/or materials checked out to him/her.
6. All equipment and materials must be kept in their proper storage location when not in use.

## **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 \$2000.00 value. Since the expense of purchasing, leasing, or renting is deterred; students using school owned instruments are strongly encouraged to participate in a private lesson program

# GENERAL DAILY SUPPLIES

- All issued music
- Pencil
- Instrument
- All supplies relative to their instrument
- All marching related equipment (during marching season)
  - Drill chart/dot book
  - Lyre/folders
  - All issued music
  - Other equipment as needed
- Metronome



# GENERAL DAILY SUPPLIES

All instruments will need to purchase their own cleaning kit due to COVID-19. Brass instruments will require a snake and mouthpiece brush. Woodwinds will need a mouthpiece brush

## Flute

- Cleaning cloth
- Key oil
- Approved instrument type

## Clarinet

- Three playable reeds. Vandoren V-12
- Reed guard
- Bonade ligature
- Proper mouthpiece with cap (Forbes-Debut)
- Key oil
- Bore oil (home storage)
- Cleaning swab
- Approved instrument type
- Cork grease

## Saxophone/Low Reeds

- Three playable reeds Vandoren V-16
- Reed guard
- Ligature
- Mouthpiece (Selmer C\* or S-90)
- Pad and neck saver
- Approved instrument type

## Trumpet

- Valve oil
- Polishing cloth
- Mouthpiece (Bach 3c/5c)
- Approved instrument type

## French Horn

- Rotary/Valve oil
- Polish cloth
- Mouthpiece (Holton/Farkas)
- Approved Instrument type

## Trombone

- Slide Cream
- Spray Water Bottle
- Polishing Cloth
- Mouthpiece (Bach 6 ½ AL) or other director approved mouthpiece
- Approved instrument type

## Euphonium/Baritone

- Valve Oil
- Mouthpiece (Bach 6 ½ AL) or other director approved mouthpiece
- Polishing Cloth
- Approved instrument type

## Tuba

- Rotatory/Valve Oil
- Mouthpiece
- Polish Cloth
- Approved instrument type

## Percussion

- Snare Sticks – Vic Firth General
- Vibes / Marimba mallet (medium hard)
- Timpani mallets (Firth Staccato)
- Stick bag
- List of approved equipment by the percussion instructor

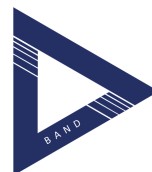
**These materials are available at:**

**Olivas Music**

**1320 N. Zaragoza Rd #115**

**El Paso, Tx 79936**

**(915) 858-6700**



# MARCHING BAND

The Del Valle High School Marching Band is the most visible organization of the instrumental music program. Marching band is required for all high school students who elect to take an academic band performance course. Please note different solutions will be presented for varying situations. Students may also be excused from participation in the marching band for other reasons such as medical complications or physical disabilities. Such exemptions will be at the discretion of the directors.

The music and performance skills and techniques, along with the associated academic skills in the band program, are derived from implementation of the expectations found in the Texas Essential Knowledge and Skills (TEKS). The curriculum specifically includes requirements such as demonstrating musical skills and artistry, performing in different musical mediums, and experiencing music through a wider range of music literature, which are addressed through the marching band. Each performance provides students the opportunity to demonstrate musical artistry through the ensemble, individual music performance skills and techniques, marching performance skills and techniques, and critical thinking skills that include auditory, spatial, and visual awareness.

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 national parades. All of these performances are mandatory and counted as grades.

## MEMBERS

**Primary Marchers:** Students who earn a position in the marching band will carry the designation of primary marcher. A primary marcher is a student who

1. Successfully completes the memorization requirements for music by the appropriate time. If student does not have music memorized, they will be allowed to perform without their instrument.
2. Demonstrates high quality marching skills
3. Is punctual in report times
4. Is present at all rehearsal and performances
5. Maintains academic eligibility.

**Alternates:** Alternates are students who substitute with certain primary marchers

1. Alternates will meet the same requirements of primary marchers.
2. The position of alternate will be utilized for those students who display difficulty in meeting the criteria of a primary marcher.

## SCHEDULE

**Monday Full Band 5:30 – 8:30 pm**

**Tuesday Full Band 6:45 –8:00 am**

**Wednesday Full Band 6:45 –8:00 am**

**Thursday Full Band 6:45 –8:00 am**

**Friday Full Band 6:45 –8:00 am**



# 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. Band uniforms will be stored at school in the uniform storage area.
2. Students will be held financially responsible for the uniform and its components should it be damaged in any way other than normal wear and tear.

## ISSUE AND RETURN

1. Students will pick up uniforms from the storage room at least 15 minutes prior to report time for any event.
2. Students should follow the posted pick up/return guidelines. Students who do not follow these guidelines will be sent to the end of the pickup / return line.
3. Students will be issued a uniform storage number. This number should be memorized or recorded in a readily accessible location. Students will use this number to pick up their uniform from the storage room.

## DONNING 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 to this will be when a director instructs you that you may remove your hat or coat. The band tee shirt is to be worn under your 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 and drinks 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 come 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 and tape your name under your hat brim.



# GENERAL ATTENDANCE

## MARCHING BAND

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 promptly at the start of rehearsal and in the attendance block.

### **Tardiness**

Students not in the attendance block at the appropriate time will be marked 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 more than 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 game) at a football game.
3. Requirement to stay after rehearsal or report early to next rehearsal to make-up lost time.
4. Students who are tardy will be required to make up 15 minutes of fundamental marching with his/her section leader.
5. 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. Students, who are continually ill, may need to provide a doctor's note releasing them for participation to ensure the wellbeing of the child and to reduce band director concerns. If in doubt, an absence should be checked with a director.



# PERFORMANCE PROCEDURES

The primary performance of the marching band will be at the football games. The marching band will also perform at various competitive marching festivals and UIL Marching contests.

1. *Report Time:* This will be the designated time at which all members should be at the high school or set location. Students should have all attire and necessary items for the designated performance prior to the report time.
2. *Load Time:* This will be the designated time at which all members should be on the appropriate bus with all equipment loaded. All equipment will be checked by the section leaders. **Students without appropriate equipment will be sent home and an unexcused absence recorded.**
3. *Return Time:* This will be the approximate time of return to the band hall.

What to bring:

- Garment Bag
- Black Shoes
- Black Socks
- Black Band Shorts
- Water Bottle
- Flip Folder
- Lyre
- Instrument with accessories
- Performance Shirt
- Uniform Apparel

Pre-Performance Practice

- Wear black shoes, black socks, performance shirt
- No fingernail polishes
- No jewelry
- Bring all equipment

## INSPECTION & LOADING

### Music inspection

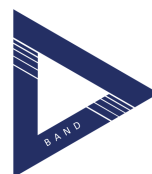
Music inspection will occur before all football games and marching band performances that will utilize music which is not part of the field /competition show. Students will be asked to display music, lyre (if appropriate), and flip folders. Students who do not pass music inspection will not be allowed to perform.

### Uniform Inspection

Prior to student departure for a marching band performance, students must pass a uniform inspection. To board the bus, students must have complete uniform, music, flip folder, and other components for the marching performance. Students who do not pass the uniform inspection will not be allowed to attend the event.

### Instrument Loading/Unloading:

Students who play large instruments such as percussion, tuba, euphonium/baritone, trombone, French horn, trumpet, sax, low reeds etc. shall be allowed to transport their instruments on the band trailer/instrument truck. All others will transport their instruments in the bus. Students will be responsible for seeing that their instrument 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 be charged a maintenance fee.



# FOOTBALL GAME PROCEDURES

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

1. Students will arrive at the set report time. Students will load and be prepared to travel at the set load time.
2. Students will load the buses with all equipment needed for the performance.
3. The section leader will inspect all students boarding buses prior to departure. Students not meeting uniform, music, and loading guidelines will be sent home and not allowed to participate. Students will receive an unexcused absence for such occurrences.
4. Upon arrival at the performance area, students will put on all uniform components and prepare equipment for unloading. Students will unload buses when instructed to do so by a chaperone or director.
5. Students will report to the entrance formation for final inspection. Students will march into drum cadence upon instruction from a drum major or director.
6. Student will report to seating area. students will remain standing until all band members have arrived and are prepared to be seated. Students will sit when instructed by a drum major or director. (students will sit in assigned section; students will always remain in that section).
7. Students will always remain in the band seating during the game. Drinks will be provided by the band parent organization. Students will refrain from accepting food or drinks from parents, relatives, or friends.
8. Students needing a restroom break must be accompanied by a chaperone. Restroom breaks will not be granted until the 3<sup>rd</sup> quarter (emergencies will be dealt with on a case by case basis).
9. Students are to bring their water jugs to football games. Please drink responsibly as restroom breaks are limited (see No. 7). No other food or drinks are acceptable during the game.
10. Students will be expected to listen to and watch the directors and drum majors during the game. Students will always need to be prepared to perform.
11. Students will refrain from playing their instruments on an individual basis. The band will perform as a group or with approved small ensembles.
12. At the discretion of the Head Director, the band will be dismissed from the stands for the half-time performance. At this time, the band must move quickly, quietly, and effectively to the appropriate area. Students will need to be focused on the directors and drum majors instructions.
13. 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.
14. During the 3<sup>rd</sup> quarter, we will participate in good sportsmanship procedures of officer meetings and introductions. The band president will create a schedule of which student leaders participate in this event.
15. At the conclusion of the game, students will load buses quickly and efficiently.
16. Upon the return to the band hall, students will ensure that all personal items, uniforms, and instruments are placed in the proper storage area.



# CONCERT ENSEMBLES

Students in the band program will be placed in a concert ensemble by audition. The concert ensembles will be:

Wind Ensemble

Symphonic Band

Concert Band

To be selected into Winds, Symphonic, or Concert band, students must:

1. Participate in the audition process
2. Have successful participation in the marching band

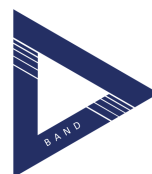
(to be considered for a position in the Wind Ensemble and Symphonic Band, the student must participate in the All Region Band Process in addition to any “in house” audition. Any member of these two ensembles who fails to participate in the All Region audition process is subject to be placed in an ensemble at the discretion of the directors. Students of the top 2 ensembles must also participate in Solo and Ensemble. Trumpet, trombone, and saxophone players must also participate in any jazz ensemble. Failure to participate can result in the removal from that ensemble).

## PERFORMANCE/REHEARSAL REQUIREMENTS

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:

- Fall Concert (Marching Band Concert)
- Winter Concert
- Spring concert
- Band Festival / Pre UIL concert
- UIL Contest





# GENERAL ATTENDANCE

In order to have and maintain high quality concert ensembles, attendance from all members is essential. The following guidelines outline the attendance procedures and policies for concert ensembles as it relates to after school rehearsals and section rehearsals

## **Roll Check**

Roll check will be promptly at the start of rehearsal.

## **Tardiness**

Students not seated at the appropriate time will receive a mark of 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 more than one unexcused tardy shall make up missed time at a time to be arranged by the director.

## **Absence**

Students not seated at the appropriate time or those not tardy will be marked absent.

## **Excused Absence**

Absences will be excused at the discretion of the directors. Appointments, tutorials etc. will not be an excuse for absence. Personal illness, death in the family, and serious problems will be considered as excused absences.

Students who are continually ill, may need to provide a doctor's note to ensure the well-being of the child and to reduce band director concerns. If in doubt, this should be checked with a director.



# CONCERTS/PERFORMANCES

Concerts and performances are frequent with all bands. Students should consult their schedules for dates and times. Periodically, the schedule will change and updates will be sent home.

Concerts are considered to have three parts: warm-up, performances, 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 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.
6. Students are expected to stay the entire concert.

## SECTION REHEARSALS

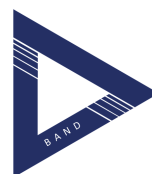
Students will have a weekly section rehearsal for the fundamentals of instrument technique, region music preparation, and solo and ensemble preparation. Section rehearsals will begin in August and will be held the entire school year. These are separate from all other rehearsals.

All students in Wind, Symphonic, and Concert band will have a weekly section rehearsal. Section rehearsals for concert ensemble will begin at the conclusion of the marching band season. Students are expected to be punctual and prepared on a week by week 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.

## JAZZ ENSEMBLES

Students who participate in jazz band must be a member of the band program; the only exceptions are rhythm section players. All rehearsal and attendance policies must be abided by in the jazz ensemble rehearsals. Jazz ensemble rehearsals are an extension of the classroom and are averaged accordingly in your band grade. You will receive 10 points toward your letter for participation.

- Participation in the jazz ensemble will be through audition. To be considered for Jazz 1 and 2, a student must participate in the All Region Jazz process.
- Anyone who fails to participate in the audition process, will be placed in an ensemble at the discretion of the Directors.



# REGION / ORCHESTRA

It is quite an honor to be selected to the All Region Band. Hundreds of students throughout the region will audition. Even if you are not selected, the experience you receive by preparing will enhance your musical ability and education.

1. All Honors, Symphonic, and Concert band students should plan to audition for All Region Band. If selected, you will perform a concert (Check your calendar and dates).
2. All other band students are encouraged to audition. Students will be graded on preparation for this event. Any person who is fortunate to be selected will attend all rehearsals and the performance.

## COLOR GUARD

Students of the color guard participate in both marching season and the winter guard program during the second semester. Winter guard competitions and rehearsals dates are provided in the COLOR GUARD HANDBOOK.

*Please refer to the Color Guard member handbook for more information*

## SOLO AND ENSEMBLE

All band members in the band program will prepare and perform a solo and ensemble. All Wind and Symphonic members will participate in an ensemble unless other permission is granted. Grades will be issued for preparation and participation in the Solo and Ensemble process.

## PRIVATE LESSON PROGRAM

When possible, the DVHS Band collaborates with local professional musicians to provide private lessons. All are all specialists on their instrument. Most of our teachers are professional musicians in the El Paso area, and have advanced degrees in the performance of their instruments.. Lessons are extremely valuable to the individual student and are highly encouraged. When lessons are granted through the band program, students are expected to participate and follow through with the expectation of their lesson teachers. Students are also encouraged to seek outside lesson teachers as well. Fees for lesson teachers not contracted through the DV band will be negotiated between the teacher and the student. Please see the directors for a list of available teachers on their specific instrument.



# LETTER AWARD SYSTEM

## **Band Letter Award System**

All band students will have the opportunity to letter. The following are guidelines for the lettering process which consists of both fall and spring semester participation.

- Participation at all marching band and concert band performances
- Pass off 12 major scales / 12 minor scales (2 Octaves)
- All contest and parades etc.
- Placement in the All Region Band or Jazz Band
- Participation in Solo and Ensemble
  - Class 1 solo or ensemble (1<sup>st</sup> division)
  - Class 2 solo or ensemble (1<sup>st</sup> division)
- Participation in the Spring semester (must finish the complete season)
  - Members of the Wind Ensemble
  - Members of the Symphonic Band
  - Members of the Concert Band

## **Color Guard Letter Award System**

A color guard member needs to accumulate 30 points to earn a letter. Color guard can accumulate points toward letter jacket in the following manner:

- 7.5 points (cumulative) Marching Guard (fall semester)  
(Loss of eligibility may remove point credit for this portion).
- 7.5 points (cumulative) Winter Guard (spring semester)  
(Loss of eligibility may remove point credit for this portion).
- 10 points (non-cumulative) summer attendance
- 10 points (non-cumulative) winter attendance

## **Graduation Cord Award System:**

As per Del Valle High School Fine Arts Policy, to earn a graduation cord (Pink) in any Fine Arts program, a student must participate for 4 years in the respective program.



# STUDENT LEADERSHIP

The high school band programs in YISD provide many opportunities for students to develop their leadership skills with a variety of offerings. Students can apply and audition for selected officer positions. In this manner, students can not only serve their band program but also refine skills that they will be able to use in other school organizations, as well as in their future careers. Audition criteria is selected at the discretion of the directors and is communicated to the students. The directors evaluate all selected leadership candidates based on their performance in both the audition process and during the current year.

Student leaders are expected to be the first to arrive and last to leave. Good leaders look for jobs that need doing. Leaders know that respect comes from peers only when it is earned. Therefore, the leadership team should strive to always set an example by their behavior.

It is an obligation of the leadership team to keep directors and staff informed about any situations which might hinder the progress of the program. Members of the leadership team never ask a member of their section to do anything they are not prepared to do. You should be the first to rehearsal, first to have your music memorized. In short; you should be the first at everything.

Students who wish to hold a leadership position should act and set their goals accordingly. Remember, directors and staff are watching for future student leaders throughout the year.

## MARCHING SEASON

## LEADERSHIP POSITIONS

### DRUM MAJOR:

The drum major audition process will select Drum major(s). Drum majors will be used in the instruction of marching skills as well as the general marching drill. The drum major will be the field commander and conductor for the marching ensemble. The audition process will involve chart reading, quality marching skills, use of vocal commands and conducting skills. Drum majors will serve the marching season for which they are selected. Once selected, individual drum major duties and positions will be assigned at the discretion of the directors. In the event an underclassman is selected as drum major, he/she must reenter the selection process the next school year.



## SECTION LEADERS

- Support and assist band directors and staff
- Support and assist music rehearsals
- Maintain and attendance log of rehearsals
- Check memorizing of all music

## GUARD CAPTAINS

The Guard captains have numerous responsibilities. Primary responsibilities are:

- Support and assist directors and staff.
- Starting rehearsals on time
- Attendance
- Manage and maintain the Guard closet: cleaning, silk inventory etc.
- Leading stretches, warmups and assisting directors during basic block
- Assisting in planning fundraisers.

*Although these positions are commonly referred to during marching season, they all have year round responsibilities.*

# LEADERSHIP POSITIONS CONTINUED

## PRESIDENT

The President has numerous responsibilities. Primary responsibilities of the President are to:

- Plan and guide all band council meetings
- Plan and publish an agenda for meetings
- Serve on every band council committee and ensures that all committees and council members are performing their assigned duties to a satisfactory level.
- Ensure that all members of the band council are executing their duties.
- Assist other band council members in the performance of their duties as needed.

## VICE PRESIDENT

The Primary Responsibility of the Vice President is to:

- Assist the President in all duties assigned
- Execute the duties of the President in the absence of the President
- Organize all aspects of the annual Band and Guard Banquet
- Oversee the leadership and the execution of their duties

## SECRETARY

The secretary has numerous responsibilities. Primary duties of the secretary are to:

- Keep an accurate record of all council meetings
- Meet weekly with Mr. Morales for assigned tasks
- Work with the vice-president of administration on bulletin boards
- Assist the other student officers when requested
- Maintain weekly phone system information
- Prepare and copy the weekly band announcement sheet
- Assist in fundraising operations.



## SOCIAL OFFICER

The social officers have numerous responsibilities. Primary duties of the Social Officer are to:

- Will coordinate all aspects of the Freshman Acceptance Team (FAT Friends)
- Assist the vice president with the Band and Guard Banquet
- Other special engagements
- Create programs for each class based upon assigned group
- Plan an activity every six weeks for the band and guard program
- Encourage and ensure that section leaders are planning events for their sections
- Be involved all across the band in all events
- Coordinate and communicate the cleanup plans to the section leaders
- Communicate to the band members and staff regarding social events
- Create a system to accurately determine which students will participate at social events such as signup sheets.

## HISTORIAN

The historian has numerous responsibilities. Primary duties of the historian are to:

- Create and maintain a historical record of the school year as it pertains to band.
- Work with the reporter to ensure as much exposure of the band program as possible to the general public including the school newspaper and the yearbook.
- Work with the vice president in maintaining a bulletin board of photographs.
- Maintain a record of student accomplishments (solo & ensemble, all region, WTCA etc.)
- Help social officers organize events for band and guard program
- Assist the other student officers when requested

## LIBRARIANS

The librarian has numerous responsibilities. Primary responsibilities are to:

- Organize and maintain the music library in proper working order.
- Copy and pass out all music the group needs throughout the season.

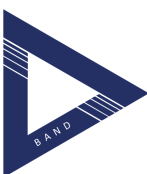
## QUARTERMASTERS

Quartermaster responsibilities will be delegated amongst the entire leadership team. Primary responsibilities of the quartermasters are to:

- Manage the uniforms of the band program in all areas such as cleaning, racking, storing, and issuing.
- Maintain a thorough inventory of all uniforms related items such as water bottles, old shoes, seat cushions, rain coats, gloves, etc.
- Establish a uniform crew to manage the uniform room.
- Ensure that the uniform room is functional at all times.
- Ensure proper care and storage of all uniforms.
- Administrate the issuing of equipment for check out on a weekly basis

## Freshman Representative

- Represents the freshman class at all band council meetings
- Ensures that freshman receive all information
- Assist other officers as needed throughout the year

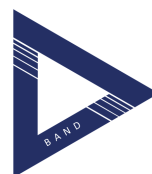


# GUIDE TO REGION BAND AND PREPARATION

## Guide to Region Band and Solo Preparation

When you play a solo or region music, you must understand that it is classified as serious music literature. Further, you must perform and practice the music accurately and precisely. By following the steps listed below, you can achieve a high level of performance.

1. Play all the notes in the music correctly. Make sure that each note has a clear and good sound. Good sound is achieved by maintaining good air support and a firm embouchure. Strive to keep your facial muscles still as you play. Make the best possible sound every time you play your horn!
2. Play all the rhythms accurately. Make sure that each rhythm is counted correctly. Make sure that you maintain a steady slow tempo when learning your solo. USE A METRONOME!
3. Play the entire selection at a slow pace. One half of the correct tempo is a good starting tempo. For instance, if a selection is marked 120 beats per minute, then a good beginning tempo is 60. Once you can accurately play all notes and rhythms at half the tempo, the tempo should be increased by 10 beats per minute, per week. If the tempo is not marked, a director or private teacher will be glad to give you a tempo marking.
4. Play the music with the correct style. For instance, make sure you are aware of accented notes, staccato notes, legato notes, slurs, and non-slurred notes. Articulation and achieving the correct style go hand in hand.
5. Play the music with all dynamic markings in place. Make sure that you are aware of crescendos, diminuendos, volume marking (*f,ff,p,mp,etc....*), and any other listed change in volume. It is a good idea to highlight dynamic markings with a color that will catch your attention as you play.
6. Lastly, it is important that your music be practiced daily with all of the above items in place. You must play with the best possible sound on your instrument each and every time that you perform or practice!! High level work is difficult!! A little hard work will go a long way. Remember, hard work guarantees nothing, but without it, you do not stand a chance for top performance!





# GENERAL GUIDE TO DAILY PRACTICE

BY: Mike Fischer Baylor University School of Music

Playing any musical instrument well takes work. You must practice daily and develop a sense of pride in your musical endeavors. Studying with a qualified private teacher will certainly be to your advantage. So, ask your band director about the Private Lesson Program in your school.

## **I. Warm-up**

Warming up correctly prepares our entire body for a productive practice session. It especially relaxes and stretches our embouchure muscles for the upcoming session.

### **Exercises**

1. Breathing (We play wind instruments, so we must practice taking deep and relaxed breaths.)
2. Mouthpiece Buzzing (5 - 10 minutes of buzzing before you play the instrument)
3. Long Tones
4. (Woodwinds) - Embouchure exercises

## **II. Daily Routines**

Daily routines allow the musician to focus his attention on proper breathing, tone production and articulations needed for playing.

### **Exercises**

1. Listen
2. Lip Slurs
3. Upper/Lower Registers
4. Scales
5. (Woodwinds) - Finger coordination exercises

### **Specific needs of individual**

1. i.e. tonguing, multiple tonguing, slurring, range, tone, breathing, etc.
2. Listen

## **III. Fix-it Now!!**

This portion of your practice time is aimed at fixing specific problems in your band music, solos, private lesson materials, etc.

### **Achieving Results**

1. Listen
2. Have a reasonable goal to achieve each day.
3. Work on the sections that you are having problems playing. Practice a difficult measure until you can play it right several times in a row. Then add another measure until you can play both measures right several times in a row. Continue this routine until you have worked out the difficult parts.
4. Slow down.
5. Listen
6. Use a metronome.
7. Use a tuner.
8. Be patient.
9. Listen



# TECHNIQUE DEVELOPMENT

1. The metronome is a very important tool for playing fast.
2. Begin very slowly and learn the notes. BUT USE THE METRONOME!
3. Don't be afraid to SLOW the metronome DOWN. (You must be able to walk before you run.)
4. Practice the difficult passages away from the instrument by fingering the notes and tonguing the rhythms. USE THE METRONOME! Alternate the fingering and tonguing technique with practicing the music on the instrument. AFTER you can play the passage two or three times in a row without any mistakes, increase the tempo by three to five beats. Then, work on the passage again until you can play it two or three times in a row without any mistakes. Continue this method every day until you can play the passages at the desired speed.
5. Have a reasonable goal every day. Learning and playing two to four measures correctly is a much smarter method of developing fast technique than playing eight to sixteen measures incorrectly.

## EAR TRAINING

Sit at a piano or electronic keyboard with your instrument and music.

Play music on the piano and try it on the instrument. ALSO, BUZZ

# THE MUSIC ON THE MOUTHPIECE

### **Range Development (Brass)**

#### **A. Playing Higher and Higher**

Practice Scales: Start on a lower scale and play it up and down. Then, play the next higher scale. Continue ascending through the scales until you reach your limit. Then, when you think you cannot go any higher, try one or two more scales. You may surprise yourself and play a higher scale. Eventually, you will increase your high register.

#### **B. Playing Lower and Lower**

Do the opposite of Playing Higher and Higher: Start on a higher scale and play it down and up. Then, play the next lower scale. Continue descending through the scales until you reach your limit. Then, when you think you cannot go any lower, try one or two more scales.



## **Perform Your Music**

Performing your music from beginning to end without stopping builds the physical endurance required for playing that particular piece. It also enables you to become familiar with the complete work and see how the phrases fit together.

## **Fun-time**

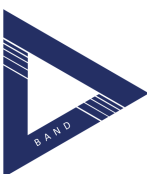
Play music you enjoy playing.

We spend a lot of time and effort learning to how play our instruments and it is enjoyable to play, so take time to have fun.

## **Stage Fright - Solo Performances**

How to overcome stage fright.

1. Breathe slowly and deeply two or three times before you begin.
2. Perform your music for family and friends.
3. Perform your music for the band directors and private teachers.
4. Practice performing in similar situations.
  - A. If you will be performing on stage with hot lights, practice in a hot room or wear a heavy coat while practicing.
  - B. Wear your performance attire during a practice session.
5. Eliminate unnecessary worries.
  - A. Empty all tuning slides before entering stage
  - B. Oil the valves regularly
- C. Have four good reeds available
- D. Make sure all pads and keys are in good and working order.



# Anti - Hazing Acknowledgement Form

Del Valle High School Band

YSLETA INDEPENDENT SCHOOL DISTRICT ATHLETICS ANTI-HAZING / BULLYING / SPORTSMANSHIP (ABS)  
AGREEMENT

The Ysleta Independent School District strives to maintain healthy extracurricular programs in which all students feel safe and welcome, and can be proud of the school and program they represent. I understand that hazing of any kind is not allowed on or off of any YISD campus or in any extracurricular program in which YISD students are involved. This includes mental, verbal and physical acts. I further understand that it is my duty to report any acts of hazing that I see to a coach, sponsor or administrator on campus. In addition, I have received information on the Code of Conduct for Parents of UIL Student Athletes (Q-17) regarding expectations for parents and spectators. By signing below, I agree to uphold the district policy regarding hazing and abide by the code of conduct for parents of UIL student athletes and understand that any violation will result in my immediate suspension from all extracurricular activities, and I will be subject to further disciplinary action as outlined in District policy and procedures. CLARIFICATION OF HAZING Texas State Law strictly forbids hazing in any form, including initiation that is degrading. No student shall conspire to engage in hazing, participate in hazing or commit any act that causes or is likely to cause bodily danger, physical harm, personal degradation or disgrace resulting in physical or mental harm to any fellow student or other person. Persons violating this policy shall be subject to District discipline, misdemeanor penalties and forfeiture of entitlements.

El Distrito Escolar Independiente de Ysleta procura mantener un programa extra-curricular saludable en el cual todos los estudiantes se sientan bienvenidos y seguros, y donde pueden estar orgullosos de su escuela y los programas que representan. Entiendo que la práctica de novatada de cualquier tipo no es permitido en los planteles escolares del Distrito Escolar Independiente de ysleta o en cualquier programa extra-curricular de ysleta donde estén participando los estudiantes. Esto incluye actos mentales, verbales y físicos. Además entiendo que es mi deber informarle a un entrenador, supervisor o administrador en el plantel escolar sobre cualquier incidente de novatada que yo vea. Además, he recibido información de Código de Conducta para los padres de estudiantes atletas UIL (Q-17) acerca lo que se espera en la conducta de padres o espectadores. Al firmar en el espacio abajo, yo declare que estoy de acuerdo en cumplir con esta norma del Distrito y acerca la practica de novatada Ysleta soportar por el condigo de conducta para los padres de estudiantes atletas UIL y entiendo que el resultado de violar este acuerdo sera la suspension de todas mis actividades extra-curriculares, y sere sometido a acción disciplinarian más adelante como está delineado en la manual de normas y procedimientos del Distrito. CLARIFICACION DE LA PRÁCTICA DE NOVATADA La Ley Estatal de Texas estrictamente prohíbe la práctica de novatada de cualquier forma, incluyendo prácticas de iniciación que son denigrantes. Ningún estudiante deberá conspirer para la práctica de novatada, participar en una novatada o cometer cualquier acto que cause o probablemente cause peligro corporal, dano físico o mental a cualquier companero escolar o a cualquier otra persona. Las personas que violen esta norma serán sometidas a la disciplina del Distrito, penalidades por infracción de delito menor y pérdida de privilegios.



# Student Permission Slip to Travel

My/Our son/daughter \_\_\_\_\_ has my/our permission to attend all band sponsored trips and school approved functions, for the school year 2021- 2022. Travel will be by School bus/ Charter Bus or director/chaperone personal vehicle. While I/we realize that every precaution will be taken for the safety of the students. I/we understand all chaperones, nor the Ysleta Independent School District will be held responsible in case of an accident. If an accident or sickness should occur, I/we authorize the school's designated representative(s) consent to physician and/or hospital emergency medical and/or surgical treatment. It is understood that all cost of such treatment is my/our responsibility. It is further understood that school authorities will notify parents/guardians as soon as possible if an emergency arises, but in no way is treatment to be delayed until that time.



# 8 Hour Rule

## PARENT/STUDENT UIL MARCHING BAND ACKNOWLEDGEMENT FORM

No student may be required to attend practice for marching band for more than eight hours of rehearsal outside the academic school day per calendar week (Sunday through Saturday). This provision applies to students in all components of the marching band. On performance days (football games, competitions and other public performances) bands may hold up to one additional hour of warm-up and practice beyond the scheduled warm-up time. Multiple performances on the same day do not allow for additional practice and/or warm-up time.

Examples of Activities Subject to The UIL Marching Band Eight Hour Rule.

- Marching Band Rehearsal (Both Full Band and Components)
- Any Marching Band Group Instructional Activity
- Breaks
- Announcements
- Debriefing and Viewing Marching Band Videos
- Playing Off Marching Band Music
- Marching Band Sectionals (Both Director and Student Led)
- Clinics for The Marching Band or Any of Its Components

The Following Activities Are Not Included in The Eight Hour Time Allotment:

- Travel Time to And from Rehearsals and/or Performances
- Rehearsal Set-Up Time
- Pep Rallies, Parades and Other Public Performances
- Instruction and Practice for Music Activities Other Than Marching Band and Its Components

NOTE: An extensive Q&A for the Eight Hour Rule for Marching Band can be found on the Music Page of the UIL Web Site at: [www.uil.utexas.edu](http://www.uil.utexas.edu)

I have read and understand the Eight-Hour Rule for Marching Band as stated above and agree to abide by these regulations.



# CONSENT FOR MEDICAL TREATMENT

STUDENTS LAST NAME / APELLIDO DEL ALUMNO

---

STUDENTS FIRST NAME / NOBMRE

---

BIRTHDATE / FETCHA DE NACIMIENTO (mm/dd/yyyy)

---

MOTHERS NAME / NOMBRE DE MADRE

---

MOTHERS PHONE NUMBER / TELEFONO DE MADRE

---

FATHERS NAME / NOMBRE DE PADRE

---

FATHERS PHONE NUMBER / TELEFONO DE PADRE

---

EMERGENCY CONTACT (RELATIVE OR FRIEND) / EN CASO DE EMERGENCIA (AMIGO O PARIENTE)

---

EMERGENY HOSPITAL / HOSPITAL DE EMERGENCIA

---

LIST OF ALLEGIES / ALERGIA DEL ALUMNO

---

LIST OF MEDICATIONS / MEDIAMENTOS QUE TOMA

---

SIGNATURE OF PARENT/ GUARDIAN (TYPE/WRITE NAME TO SIGNIFY THAT YOU ACCEPT ALL OF THE  
INFORMATION LISTED ABOVE AS CORRECT) / FIRMA DE PADRE O GUARDIAN

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# Handbook Agreement Form

I have read the Del Valle High School Band Handbook and I agree to abide by all policies stated. As a parent, if a concern arises, I will contact the band directors to further discuss a policy or issue. I understand that failure to follow policies or directions may result in disciplinary actions that could lead to dismissal from the Del Valle High School Band.

Anti-Hazing Acknowledgement Form \_\_\_\_\_

Initials

Student Permission Slip to Travel \_\_\_\_\_

Initials

8 Hour Rule \_\_\_\_\_

Initials

Consent to Treat \_\_\_\_\_

Initials

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Signature

Date

