

**WILMER-HUTCHINS HIGH SCHOOL
DALLAS, TX**

**MARCHING
“MUSIC MACHINE”
BAND**



**EAGLE BAND HANDBOOK
&
STUDENT DIRECTORY**

**Mr. C. Cooper; Director of Bands
Mr. D. Bullock; Co-Director of Bands
Mr. B. Banks; Director of Auxiliary
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WILMER-HUTCHINS H.S. EAGLE BAND PROFILE

OFFICIAL NAME: The Marching “Music Machine” Band

SCHOOL COLORS: Royal Blue, Columbia Blue and White

SCHOOL MASCOT: Mighty Eagles

PRINCIPAL: Mr. Jasen Campbell

BAND DIRECTOR: Mr. Carlton D. Cooper

CO-DIRECTOR: Mr. Derek A. Bullock

PERCUSSION DIRECTOR: N/A

AUXILIARY DIRECTOR: Mr. Brandon Banks

BAND BOOSTER PRESIDENT: Mrs. Sha Brewer

CURRICULUM:

- *Marching/ Pep Band
- *Concert Band
- *Jazz Band
- *Brass/ Woodwind/ Percussion Ensemble
- *Various performance opportunities ie: (Solo/Ensemble, All-City, District, Region, and State Competitions)

FEEDER SCHOOL(S): Kennedy-Curry Middle School

ORGANIZATION: With a growing program, student leaders with outstanding leadership skills are required to achieve our goals. Leaders are chosen each spring based on motivation, desire, grades and the ability to communicate with others. Section leaders are chosen for each instrument. Band officers are chosen to assist in the overall operation of the program. The drum major(s) are top commanders of the marching band. Leadership camp is required of all leaders, with supplemental activities and meetings scheduled throughout the year.

STRIVING FOR THE HIGHEST IN MUSICAL EXCELLENCE!!!

What is the High School Band Experience?

Unlike most other classes, band offers a wide variety of opportunities for the student. It is one of the only classes where excellence is not only expected, but essential to success. In band, everyone **MUST** achieve to the highest level, or a performance will sound terrible. Even one person making a grade of "60" on a piece of music means 40% of the notes were played in error not pleasant to hear!!!!

In addition to teaching performance skills, band teaches the student to be an active thinking individual. For each note played, there are numerous considerations and instantaneous decisions to make. How loud or soft? How fast or slow? How does the note start? How does it end? Who else plays it? Am I in tune? Nowhere else on campus is the demand for the active thought any stronger.

Band also teaches life skills. Communications are the main component of music. The rehearsal and performances schedule of the band demands planning and time management skills that will be valuable all through life. Goal setting, problem solving, and peer interaction develop quickly as part of the band experience.

The band program at Wilmer-Hutchins will establish itself as one of the most prestigious in the city. Students here will have experiences that others only dream about. Few other activities offer the travel opportunities, the chance to meet and interact with the legends in the field, and the satisfaction of knowing that your time, talent, and effort paid off through the highest levels of achievements.

STRIVING FOR THE HIGHEST IN MUSICAL EXCELLENCE!!!!

WILMER-HUTCHINS HIGH SCHOOL
MARCHING “MUSIC MACHINE” BAND

BAND CREED

“Working Hard Is Most Essential
To Help Our Band To Its Potential
Inferior Thinking We Set Aside
By Thinking Superior We Build Up Pride
You See Our Pride As We Pass By
For Each Proud Member
Has Its Head Held High
We Strive For Perfection As Much As We Can
And Believe In Love For Our Fellow Man
And Yes We Are **The MARCHING “MUSIC
MACHINE” Band**
And Yes We Are **The Best Band**
The Best, Best, Best, Very Best Band In The Land!!!”

STRIVING FOR THE HIGHEST IN MUSICAL EXCELLENCE!!!!

WILMER-HUTCHINS HIGH SCHOOL MARCHING “MUSIC MACHINE” BAND

Mr. C. Cooper, Director of Bands

BAND HALL RULES

1. The primary use of the band hall is for class and rehearsals. Never do anything that would interrupt a rehearsal. Examples of disruptions: talking, walking in front of the podium, waving, cell phone usage, etc. If no rehearsal is taking place, please consider the band room a very quiet place.
2. Please enter the room through the band hall door in a quiet and well-behaved manner.
3. You must be in your seat with your instrument fully assembled before the tardy bell rings.
4. All students will follow **2RCDD!!! No exceptions!!!**
5. The instrument storage room/area will **ONLY** be open at the following times: before/after school and during passing periods. This schedule should make it easy for you to drop off or pick up instruments upon arrival or dismissal from school. **NEVER LEAVE YOUR INSTRUMENT UNATTENDED. IT’S YOUR RESPONSIBILITY!!!**
6. All instrument cases will be stored in their assigned slots, with all case latches closed. These cases must be clearly labeled with your name/number. Students are responsible for keeping their slots/area neat and clean. Books and music are to be stored in the designated area.
7. It is suggested that all personal instruments have proper insurance coverage. The Dallas I.S.D. is not responsible for any instrument left overnight. To properly identify your instrument, keep you instrument’s make/model, and serial number for your personal files.
8. For your health and well being, absolutely no gum, food or drinks are allowed in the band hall without permission. No Hats worn in the Band Hall!!!
9. No one shall play, hold, or otherwise operate/handle another person’s instrument. If it does not belong to you: **DO NOT TOUCH IT!!!!**
10. All Students are required to keep a black band notebook (binder). Tests, notes, band handbook, rules, schedules, and handouts will be kept in the band notebook. Other required materials include pencil, paper, and any accessory items needed for their instruments.
11. All students are encouraged to use the band hall and practice facilities. Everyone will assist in keeping these areas clean.
12. **Only** band students are allowed in the band hall and practice rooms. Do not hang out!!! **STRIVING FOR THE HIGHEST IN MUSICAL EXCELLENCE!!!!!!**

WILMER-HUTCHINS HIGH SCHOOL MARCHING “MUSIC MACHINE” BAND

Objectives / Policies

PREFACE

This booklet is a resource of information on policies, activities, and phases of the Wilmer-Hutchins High School Band Program. It is provided to Band Members, Parents, and other interested persons to provide the basic information on the program. Any questions not answered in this booklet need to be addressed to the Band Director(s) or Band Staff.

All band/ auxiliary members and parents will need to read this booklet carefully, fill out the Membership Understanding Form at the back of this booklet; sign and return it to the band office. The WH Band Handbook is a “living” document, and therefore subject to change at the discretion of the band director(s).

School rules and policies are always enforced, whether a student is directly or indirectly involved in any activity sponsored in the name of Wilmer-Hutchins High School. School policies shall have priority over band policy in the event of any conflict of policy.

The band director(s) shall have authority to suspend or amend any band policy at any time deemed necessary in the best interest of the overall band program.

WILMER-HUTCHINS BAND OBJECTIVES

The Eagle Band and Auxiliary Units form an integral part of school life and is recognized as an all-school activity. It is one of the largest and most active voluntary student organization, and its members form an active cosmopolitan group.

The primary objectives of the band program are:

1. **Cultural-** To foster the continued development of music appreciation and understanding through the study and performance of the best music.
2. **Educational-** To develop interested and discriminating listeners, provide a well rounded musical education and prepare students for musical activities beyond high school.
3. **Service-** To lend color and atmosphere to certain school and community affairs while promoting and enhancing the dignity and reputation of Wilmer-Hutchins High School at all appearances.
4. **Citizenship-** To develop the ability to function as a responsible member of the group, to enhance the student’s ability to interact with others in a positive manner.
5. **Recreational-** To provide all students with the opportunity for worthy use of leisure time, an emotional outlet, and positive social experiences.

MEMBERSHIP IN THE BAND PROGRAM

The WH “M3” Band Program is open to all student musicians interested who demonstrate the desire, ability, academic quality, and proper attitude to be a member of the group. Students desiring membership into the program must audition and must have approval of the band director(s).

The WH “Sassy Sapphires” Auxiliary Team is an extension of the band program and is open to only interested young ladies who demonstrate academic quality, technical ability and proper attitude to be a member of the team. These young ladies should be enthusiastic individuals with pride in their school, themselves, and are willing to work as a team. Audition requirements for membership and selection process will be determined by the band/ auxiliary director(s).

Students will be placed at the discretion of the band director(s). It should be understood that everyone has an equal and fair opportunity for band participation. However, from time to time, it may become necessary to exclude or dismiss those students who fail to meet the band’s standards. All students are expected to participate the entire 4 years, unless extraordinary circumstances exist that prevent such participation. Circumstances will be reviewed by the band director(s) and parents.

VARSITY BAND REQUIREMENTS

GENERAL: Band members can earn the WH Varsity Band/ Auxiliary status each year of participation in the band program. Varsity status is an award for those who demonstrate outstanding musicianship, commitment, continued dedication, and a positive attitude toward the band program. In order to earn the Varsity Band status, the student must:

1. Participate in the all band classes, rehearsals, events, and performances.
2. Participate in the full band program for 4 years of enrollment.
3. Attend all scheduled rehearsals and performances during the school year (including band camps and workshops)
4. Participate in some form of additional musical activity outside the normally scheduled class periods and performances (i.e. All-City, All-Region, All-State Band, Solo & Ensemble, etc.)
5. Adhere to all rules and regulations of the Eagle Band program.
6. Keep and maintain black music binder with all assignments and music.
7. Practice your music/ routine on your own time, and have your part prepared before attending rehearsal with the full group.

USE OF BAND FACILITIES

A. Practice Rooms: These rooms are to be used for practice of private study only. Keep room neat with chairs, stands, etc. returned to their proper place. Use of practice room is with the permission of the director(s) only.

B. Instrument Storage: Instruments will be taken out and properly returned promptly after use. Books, clothes, shoes, etc. will not be allowed in this area. Any items left in this area will be thrown away at the end of each school day.

C. Library: The music library is private and is to be used by the designated music library staff only.

D. Band Office(s): This area is private and is not to be entered by any student unless the director(s) is present. All students should keep in mind that this is a place of business, no lounging or socializing.

E. Uniform Rooms: The uniform rooms are private areas and are to be used by uniform staff only. These areas are to be kept clean and neat at all times.

F. Telephone: The telephone is for band business only. Any calls not for emergencies or business should be made outside the band hall. Personal calls are not accepted. Texting and phone use is not allowed during school instructional hours, rehearsals or performances.

The use of band facilities before, during, and after school is a privilege. Students who abuse the facilities and their contents will be disciplined accordingly. Any abuse or damage will be considered vandalism.

The following rules are in full effect:

1. **No** outside students are permitted inside the facility except for business with the band director.
2. **No profanity**, or vulgar language. Be respectable always.
3. **No** playing around, running, or horseplay.
4. **No** eating, drinking, or chewing gum in the band hall.
5. **All** equipment, including instruments, percussion items, etc. are off limits without expressed permission or assigned by the band director(s).
6. **No** littering or rearranging the furniture. Always keep the band hall neat and orderly at all times!
7. **No** storing personal items such as books, clothing, food, etc... in the band hall.
- THE BAND FACILITY IS NOT A LOCKER.** The band director's will not be responsible for student's personal items.
8. **No** hats or hoods worn in the band hall.
9. **No** loitering in or around the band hall, make use of your time. **DO NOT HANG OUT!!!**
10. **Always** keep the lines of communication open and plan ahead.

THE IMPORTANCE OF ATTITUDE

The greatest single factor that will determine the success of any individual or organization is **ATTITUDE**. It takes intense dedication to reach goals. Students should learn to discipline themselves to daily practice on fundamentals in concentrated and routine practice. The “right attitude” must be present along with sincerity, concentration, and dedication as the basic foundation. Such an attitude makes an artistic performance inevitable and is the factor which makes the difference between a winning organization and a mediocre group. You who are in band are a favored few. The band can do much for you. Make the most of it in every rehearsal and performance.

THE IMPORTANCE OF DISCIPLINE

Because the nature of the organization, band discipline must, of necessity, be strict. Band students and parents must be willing to accept the ideas, principals, and rules of the organization.

Because band members are constantly on display, each member must always be aware of the importance of good behavior. Any misconduct casts a direct reflection on the band and school and may well undo the good work of many loyal students.

Any student, who casts discredit on the band by there conduct or actions, either at school or on a trip, shall be subject to dismissal from the band in addition to other disciplinary action by the school. Students who are repeatedly disciplined by school authorities for violation of school policies are a liability to the program and will be subject to dismissal from the band program.

We support the parent who feels that, in order to get their student to do better in his/her school work or to punish the student for misconduct at home, their student should not be allowed to come to band practice. However, if the student misses regular scheduled rehearsals for any reason, the student will not perform with the band and their grade will suffer because of missed rehearsals and performances. If the parent chooses to use this form of discipline, the parent will need to remove the student from band for the remainder of the term.

RULES AND REGULATIONS

BAND RULES

1. Drinking alcoholic beverages and taking non-prescription drugs (illegal substances) will not be tolerated and will cause immediate dismissal.
2. Smoking, dipping, and chewing of tobacco products will not be tolerated.
3. All students are expected to behave properly at all times. You are representing Wilmer-Hutchins High School and Dallas, Texas. Anyone guilty of gross misbehavior will be dismissed.
4. All school rules will be strictly enforced.
5. Absences from regularly scheduled rehearsals will not be tolerated and may result in the loss of your position.
6. Insubordination directed toward staff of chaperones will not be tolerated.
7. All students are required to attend all band activities unless excused by the band staff.
8. Students are to remain with the band after games and will be dismissed as a group.
9. Courtesy is expected at all times. When assigned to a particular group or bus, you are expected to stay with the group until the chaperones/directors release you.
10. Young adults do not damage property or equipment. As Eagle Band members, you reflect not only the band, but the community as well.
11. The reputation of the Eagle Band program will be built on the quality of **2RCDD** and musicianship. **WE EXPECT YOUR BEST!!!!**

MISCELLANEOUS BAND PROCEDURES

1. Bus lists for trips will be posted in the band hall at least one week prior to the event. No changes will be made after the list is finalized.
2. Fundraising materials will be collected by the director(s). Make sure your name is verified for anything that you may turn in.
3. Students are assigned specific cabinet storage for instruments and accessories.
4. Fees for All-State, District, Solo-Ensemble, etc. are always collected one week in advance of the deadline. Deadlines will be announced and placed on the weekly band schedule.
5. All band students must dress out daily in the proper practice attire, which is white t-shirt and black shorts. No exceptions!!! This creates a uniformed look across the band.
6. We need all music at rehearsals. A black music binder is required for all band members.
7. Uniforms are inspected before each performance. Please make sure and have everything clean and in good repair before you report.
8. No jewelry (Rings, necklaces, earrings, etc.) will be worn while in uniform.
9. Before-After school rehearsals are critical to our continued success.
10. If you must miss a rehearsal, please let the directors know in writing at least one week before a scheduled performance.

11. Students may practice in the band hall before/after school, and during their lunch period. Students may not come to the band hall during regular scheduled class periods. Passes from teachers will be reviewed by the directors.
12. Membership, chair placement, or leadership positions, may be changed if students violate the rules of the program.
13. Due to the nature of moving large groups, it is necessary that students remain with the band until dismissal from events. **ALL STUDENTS WILL RIDE THE BUS TO AND FROM ALL EVENTS, unless otherwise specified by band director(s).**
14. Parents are asked to pick up students immediately following events. Please consult the scheduled itinerary and be at Wilmer-Hutchins H.S. or specified location at the assigned arrival time.
15. Directors or sponsors will not be responsible for taking students home after rehearsals or performances.
16. ALL participating members must have an updated physical form on file to participate according to UIL mandate, effective August 1, 2019.

REHEARSAL PROCEDURES

Rehearsal time is valuable time and every moment must be used efficiently. The following rules apply to all groups:

1. All band students must dress out daily in the proper practice attire, which is a white t-shirt and black shorts. No exceptions!!! This creates a uniformed look across the band.
2. Upon entering the band hall, get your instrument, music, equipment and go directly to your seat.
3. When the directors, drum majors, or any section leader steps in front of the band, all, talking, playing, etc. will cease. Inattentive students will be disciplined or dismissed from the rehearsal and replaced by alternates.
4. Warm-up will be handled by the directors, drum majors, or a student leader.
5. Rules for marching band will follow the same procedures as the class.
6. While on the field, the drum majors are in charge of the band. Section leaders are to assist the drum majors in the operations of the band.
7. Students are expected to make an honest effort to improve daily. This can be accomplished only by individual practice.
8. At the end of rehearsals, each student is to put away their own instrument, music, and other items. No items may be left out of place. This applies to all band functions. Violations of these procedures may result in detail duty or disciplinary actions.

PERFORMANCE PROCEDURES

1. Band assembly times will vary with each performance and will be announced during the ‘dress rehearsal’ prior to the day of the performance.
2. Students should arrive in full uniform.
3. All instruments and uniform parts should be CLEAN and in good working condition.
4. All members are expected to attend every function in which the band participates. If you are unable to attend a performance, you must provide a written excuse with a parent signature and contact number to the director 5 days in advance. An unexcused absence from a performance will result in a failing grade.
5. No band member is permitted to leave the organization in advance of group dismissal at anytime, unless excused by the director.
6. While in the performances, only band members are allowed in the ranks.
7. Attention should be given to the band directors and drum majors when standing in front of the band.
8. Band members should remain seated unless; the band is playing or moving together. No band member should be doing their own individual thing.
9. Students are not allowed to go to the concession stands, eat, or socialize during band performances. You are on band time, not you own.
10. Students will ride the bus back to the school and then be dismissed by the directors.

BUS LOADING PROCEDURES

1. No screaming, excessive noise, or profanity will be tolerated.
2. No playing of instruments while riding the bus.
3. Do not hang out of the windows or stand up while the bus is moving.
4. Student leaders are to clean and check to bus for trash or other items that may be left aboard.
5. No outsiders will be allowed to ride the bus without permission of the band director.
6. All students should remain on the buss until given instructions to unload.

WH BAND PARENT ASSOCIATION (WHBPA)

1. Any parent that has a participating student in the WH Band Program may volunteer and assist in the operations of the band as a member of the WHBPA. These parents will work directly with the Band Director(s), Band Staff, and Band Booster Club.
2. All WHBPA must have clearance from the District and Band Staff.
3. WHBPA must sit in the front seats and the last row of the bus.
4. WHBPA will assist in checking roll each time as the band boards the bus.
5. Coordinate with the director(s) prior to the game or event regarding specific needs, equipment, logistics, etc.
6. Assist with uniform and equipment checks before boarding and unloading the bus.
7. Make sure band seating area is clear, check for lost items after performances at the stadium or busses.

8. Bus rides should always be fun; however it is important for both students and adults to follow 2RCDD and be respectful at all times.
9. All parents of participating students are encouraged to join WHBPA, but not mandatory.

EQUIPMENT STAFF (E.Q.)

1. Coordinate with the directors several days prior to the game or event regarding specific needs, equipment, etc.
2. EQ. staff is responsible for ice and water for each performance.
3. EQ. staff is responsible for checking the stands and busses to ensure that nothing is left
4. EQ. staff is responsible for placing yard markers and directors tower on the field at any practices and performances.

SCHOOL OWNED PROPERTY

Instruments- Each student who uses a school-owned instrument or equipment is completely responsible for the care of that instrument or equipment. Lost or damaged items shall be replaced or repaired at the student's expense. Students must return any item checked out at the director's request. Students will not be cleared for withdrawal, grade promotion or graduation until all school-owned instruments/ equipment is collected and cleared by the director.

Uniforms- Students will be issued a uniform upon payment of band fees. Students must have the appropriate shoes, spats, gloves, t-shirt, headbands. Students not in complete uniform will not perform.

Music- Each student must maintain a black music binder. Music which is lost or returned in poor condition will be replaced at the student's expense.

CODE OF CONDUCT AND EXPECTATIONS

Band members will observe all policies set forth by Dallas ISD & University Scholastic League, in addition to the following, as they pertain to the instrumental music setting:

1. Any behavior, which is not representative of good citizenship, as perceived by the band staff, may result in the student's probation or dismissal from the activity at hand as well as the band program. This also applies to the actions of student leaders in both public, private events, and social media.
2. All students are expected to conduct themselves in accordance with the principals of 2RCDD (Respect, Responsibility, Commitment, Dedication & Discipline) Display of profanity, temper, flagrant violation of rules, fighting, etc., will not be tolerated. Individual behavior during a band function or abroad reflects the group.

3. Student will keep personal issues/ business and relationships outside of the band hall.
4. Students will follow director's, band staff, student leadership instructions at all times.
5. Students will be in their assigned rehearsal area ready to work at the set rehearsal time with all equipment, including music, pencil, instrument, and all supplies to rehearsals daily (see detailed supply list for each instrument).
6. Students will keep hands, feet, and other objects to themselves.
7. Students will not use or play on equipment they do not own without permission from a director.
8. Students should request permission to speak by raising their hand and waiting to be acknowledged. All rehearsals are expected to be extremely quiet so that time will be utilized wisely and as efficiently as possible.
9. When allowed in the band hall, either before or after school, students will not disturb any rehearsal in progress.
10. Students will respect the property of others, and return their equipment to its proper storage place when not in use. Students should keep their equipment in the designated storage area, keeping 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.
11. Students will not deface or mark on music stands, chairs, walls, etc.
12. 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 (exceptions: flute, clarinet, oboe, and bassoon).

BAND FEES

1. All participating band members must pay the required band fees, which can be paid in full or in increments.
2. All collected funds will be turned in to the main school office daily, and each student will receive a receipt upon payment.
3. No student will be excluded from band activities or participation, because of financial hardships. Student and parents will be given the opportunity to pay fees as they can. Financial obligations and special circumstances can be worked out with the band/ auxiliary director(s). However, if a student misses the deadline for orders, he/she may not have the necessary items to perform with the group.
4. Students that have not paid all band fees in full by the end of the school year, will placed on the student not clear list.
5. Because of the expenditures of the band and order deadlines, refunds for band fees may not be readily accessible. This will be reviewed on a case by case basis.

STUDENT VALUABLES

Students should not leave their personal items in the band room, other than instruments. The band room is not a locker to keep shoes, books, clothing, etc. All instruments are to be locked up in the instrument room when not in use. It is not wise to leave instruments unattended for long periods of time due to safety and theft issues.

WEARING OF JEWELRY OR OTHER ITEMS WHILE IN UNIFORM

While in uniform, no one will be allowed to wear earrings or other jewelry unless issued with a uniform. If items are worn while in uniform, those items will be collected and returned after the performance.

Students with shoulder length hair will be required to wear their hair up until the performance is finished, if the band is wearing hats. There will also be no wearing of heavy makeup on the face that may be distracting to the uniformity of the band.

SPECIAL EVENTS

From time to time, special events may arise in addition to school games, contests, parades, concerts, and other such appearances. Participation in special events not previously scheduled will be at the discretion of the director. The band is not able to accept all invitations for obvious reasons and is not able to accept instant performances. It is policy of the band to cooperate as much as possible with special performances.

CONFLICTS WITH BAND

Conflicts with band and other activities are the responsibility of the student. Rehearsal and performances schedules are normally given out one week in advance. Students should not become involved in activities that may directly conflict with band activities. When outside activities create hardships concerning band, unless it is a rare and unusual situation that may happen only once, the student would need to consult with the director about possible alternatives.

It is the policy of the band to assist students when conflicts occur within the scope of the band policy. Students should not expect excused absences for conflicts automatically. Students are reminded that band is a very demanding activity and that involvement in outside activities should be limited to those that are compatible with the band schedule. All conflicts regarding performances must be worked out in favor of the student's responsibility to the band. Work is not an excuse for missing any band activity.

ATTENDANCE POLICY (After school rehearsals/performances)

In order to perform in the most efficient manner, we must have all students at rehearsals and performance. Excessive absences will not only prevent your child from learning, it holds back the success of entire organization. Every member is critical to our maximum achievement. With proper planning, conflicts **CAN** be avoided. **THE ONLY EXCUSABLE ABSENCES ARE THOSE REGONIZED BY THE SCHOOL SYSTEM FOR NORMAL ATTENDANCE PURPOSES (ILLNESS, DEATH 1NIMMEDIATE FAMILY EMERGENCIES, AND RELIGIOUS HOLIDAYS)**. Students enrolled in the band class must attend regular scheduled rehearsals due to the grading policy. **Missing excessive rehearsals will result in a failing grade and removal from the band program.** The following policies apply regarding attendance:

Type	Definition	Consequence
TARDY	For approved school activities, see directors one week in advance.	P.T. or band hall duty late for arrival.
EXCUSED ABSENCE	Must have advance notice. Absence must be one that would count as an excused absence from school according to school system guidelines. Parental notice.	No penalty if stated criteria are met.
UNEXCUSED ABSENCE	Advance notice provided, but absence is not for an excusable reason; i.e. vacation, community sports, etc.	Student immediately loses ability to earn varsity letter.
CONFLICT WITH SCHOOL ACTIVITIES	<ol style="list-style-type: none"> 1. Approved in advance 2. Not approved in advance 	<ol style="list-style-type: none"> 1. Same EXCUSED absence 2. Same UNEXCUSED absence
UNARRANGED, UNEXCUSED ABSENCE	No Shows	Loss of ability to perform and possible termination from the band program.

CLASSROOM PROCEDURES

All students are expected to participate daily. Please try to avoid long periods of down time. Alternative assignments will be given to students who forget to bring their instruments or music from home. Class time needs to be productive. Due to the number of students in each period, it is easy for the noise levels to get out of control. Students will respond to whistle or vocal commands to get attention from the class. We will warm up as a group. When the conductor stops during rehearsal time, students should remain quiet in order to hear the instructions. Productive use of rehearsal time means higher level of performance!

Students should take care of music needs, instrument care and preparations before class begins. Do not lose valuable time going to get valve oil or searching for another reed. Percussionists should set up everything needed for the day's rehearsal at the beginning of class. They should not waste time searching for sticks, mallets, straps, or accessories during rehearsal.

All instrument cases should be left in the instrument cabinets or instrument room. **All** latches must be secure, which will prevent damage to the instrument.

All students are required to have a black three ring binder to keep class/music materials organized. The binder will be checked periodically throughout the semester.

The director's office is off limits to students unless they have permission from the directors. Telephone use is limited to business use only. Please respect the working space of the directors and the privacy of the office. Always knock before entering **AND NEVER ENTER THE DIRECTOR'S OFFICE WITHOUT PERMISSION.**

BAND GRADING POLICY

Band is a performance-based class; therefore students will be graded accordingly:

Grades will be determined as follows:

Class Assignments/Participation.....	= 20%
Test/Quizzes/Binder.....	= 20%
Rehearsals.....	= 25%
Performances.....	= 35%
TOTAL	=100%

WILMER-HUTCHINS HS BAND HANDBOOK ADDENDUMS

Conduct/Expectations

Band members will observe all policies set forth by Dallas ISD, in addition to the following, as

they pertain to the instrumental music setting:

- Any behavior, which is not representative of good citizenship, as perceived by the band staff, may result in the student's probation or 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.

- All students are expected to conduct themselves in accordance with the principals of 2RCDD

(Respect, Responsibility, Commitment, Dedication & Discipline) Display of profanity, temper, flagrant violation of rules, fighting, etc., will not be tolerated. Individual behavior during a band function or abroad is a reflection of the group.

- Students will follow directors' and band staff instructions at all times.

- Students will be in their assigned rehearsal area ready to work at the set rehearsal time with all equipment, including music, pencil, instrument, and all supplies to rehearsals daily (see detailed supply list for each instrument).

- Students will keep hands, feet, and other objects to themselves.

- Students will not use or play on equipment they do not own without permission from a director.

- Students will not touch, handle, borrow, or use anyone else's instrument, uniform, or personal belongings.

- Students should request permission to speak by raising their hand and waiting to be acknowledged. All rehearsals are expected to be extremely quiet so that time will be utilized wisely and as efficiently as possible.

- When allowed in the band hall, either before or after school, students will not disturb any rehearsal in progress.

- Students will respect the property of others, and return their equipment to its proper storage place when not in use. Students should keep their equipment in the designated storage area, keeping 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.

- Students will not deface or mark on music stands, chairs, walls, etc.

- 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 (exceptions: flute, clarinet, oboe, and bassoon).

Digital Citizenship

Maintaining a higher standard of conduct will also include ensuring that band member websites

are appropriate. The internet is a worldwide, publicly accessible form of communication. 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 areas of appropriateness will include but are not limited to profane, foul, or disrespectful language (abbreviated or alluding to), pictures, suggestive poses,

clothing, references to alcohol, drugs, and/or tobacco, and postings (either verbal or photos) that

could be interpreted as being negative or threatening towards other DISD teaching staff or band

students, or that demonstrate poor sportsmanship or a disrespectful attitude towards other bands.

Any such incident will result in review by the principal (or designee) and may lead to probation

or dismissal from band.

Band students who violate the above guidelines shall be subject to the following:

- Upon confirmation of a violation, the member will be asked to remove any offensive items from the website(s) and will be asked to give an apology and plan of action to deter this behavior to the principal, directors, and band students. Parents/guardians will be contacted and made aware of the offensive behavior.
- If a violation occurs that is deemed to be of a more serious nature, including but not limited to a threat, bullying, inappropriate and/or foul language, or a series of violations, the student may be subject to a higher level of discipline as determined by the director and school administration, such as suspension, probation, or dismissal from band.

Academic Eligibility

All DISD Bands adhere to the eligibility rules and regulations as stated by TEA and UIL.

Some band activities are designated as extra-curricular. Students participating in these activities are governed by eligibility requirements. 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 class. Loss of eligibility does not take effect until seven days after the end of the reporting period. Ineligible students are not suspended from practice or rehearsal of extra-curricular activities. The student is not suspended from participation during the period in which school is recessed for the summer or any other vacation time.

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. Reinstatement of eligibility would occur seven days after the three-week progress report period (see TEA/UIL Side by Side).

Activities that are considered curricular components of any course are not affected by the

eligibility law. Examples of these activities are all rehearsals and performances that take place as a regular extension of classroom instruction. Any performance that is competitive in nature or for which admission is charged is deemed extra-curricular.

Sexual Harassment

Inappropriate verbal or physical conduct of a sexual nature at school is prohibited by school board policy. Sexual harassment is prohibited against members of the same sex as well as against members of the opposite sex. Any student who experiences a sexually offensive comment or action by another student or adult at school or school-sponsored function is strongly encouraged to tell a parent, teacher, counselor, or principal. Parents/guardians who have reason to believe that their child has been subjected to sexual harassment should report this behavior to the principal. Students in violation may be removed from the extra-curricular portions of the program for a time period established between the directors and the administration. Reinstatement will be evaluated after the end of the school year.

Due Process

All Dallas ISD students are entitled to due process in accordance with DISD guidelines. Our goal as a staff is to ensure that all students are treated fairly. Please contact one of the directors if you have any concerns. We will work with you to resolve problems. We are here to provide a quality music education for all our students.

Band Performance Gear

DO NOT wear performance gear (Band T-Shirts, Wind Suit Hoodies/ Pants, etc.) unless specified by the Band Directors or Staff. We want to keep our band gear in the best possible condition throughout the year.

STRIVING FOR THE HIGHEST IN MUSICAL EXCELLENCE

M3 BAND INFORMATION

M3 BAND REMIND SYSTEM

M3 BAND APP

Contains Calendar of Events, Messages, and Info
Download the **BAND** App via Google App Store
All Band Members: **Wilmer-Hutchins HS M3 Band**
*Parents: **M3 Band Parents**
*Drumline: **M3 Beat Machine Drumline**
*Jazz Band: **Hutch "Top Flight" Jazz Band**
*Auxiliary: **M3 Band Auxiliary**

M3 BAND CHARMS SYSTEM

www.charmsoffice.com
Enter the code: **WHHSBAND**

M3 BAND WEBSITE

www.marchingmusicmachineband.weebly.com

M3 BAND FACEBOOK PAGE

*Group Page: **Wilmer-Hutchins "Marching Music Machine" Band Page**
*Fan Page: **Wilmer-Hutchins High School Marching "Music Machine" Band**

INSTAGRAM

Follow the M3 Band:
@HutchM3Band
@M3BandMedia

STRIVING FOR THE HIGHEST IN MUSICAL EXCELLENCE!!!!

REQUEST FOR EXCUSED ABSENCE

This form must be completed and turned in to the Wilmer-Hutchins HS M3 Band Staff one week in advance of any anticipated absence by a band student (Excluding extreme emergencies).

Student Name: _____ **Today's Date:** _____

Date of anticipated absence: _____

Reason for absence:

**Please note: Be specific! We must have enough information to be able to determine whether or not an absence may be excused. "Important matters" or "Family reasons", etc... do not give us an opportunity to excuse a student.*

Parent's Signature: _____ **Date :** _____

Student's Signature: _____ **Date:** _____

*****FILLING OUT THIS FORM DOES NOT GUARANTEE THAT THE ABSENCE WILL BE EXCUSED. IT IS THE RESPONSIBILITY OF THE STUDENT/PARENT TO FOLLOW UP WITH FURTHER INFORMATION OR MAKE-UP WORK.*

*****DO NOT WRITE BELOW THIS LINE (FOR OFFICE USE ONLY)*****

_____ *EXCUSED*

_____ *UNEXCUSED*

Director's Signature: _____ **Date:** _____

WILMER - HUTCHINS HIGH SCHOOL
MARCHING “MUSIC MACHINE” BAND
CONTRACT

I have read the Eagle Band Handbook and agree to follow the rules, regulations, and guidelines contained therein. I understand that failure to follow the rules regulations and guidelines stated in the band handbook will result in disciplinary action, suspension, or dismissal from the band program. I have also read the rehearsal schedule and agree to follow the attendance and academic regulations listed in the band handbook. I understand that my presence at all rehearsals and performances is integral to the organization’s success.

Student’s Signature

Date

Parent’s Signature

Date

When returning this form, please be sure to have the following upon request:

_____ Completed Student Data Sheet

_____ Completed Band Contract

_____ Completed Medical Form (must be done even if you were previously in band)

_____ Band Fees Paid

_____ T-Shirt Size (circle one): S M L XL XXL

By signing and returning these forms, you are officially a member of the Wilmer-Hutchins High School Marching “Music Machine” Band program and agree to participate until the next school year.