

LEGACY OF  
EDUCATIONAL  
EXCELLENCE  
HIGH SCHOOL



**VOLS Band**

**BAND HANDBOOK**

# TABLE OF CONTENTS

<b>I.</b>	Introduction	3
<b>II.</b>	Goals, Responsibility and Commitment	3
<b>III.</b>	Rules and Requirements	4
	Band Discipline Plan (BDP)	4
	Attendance and Band Calendar	5
	Band Hall/Rehearsal Rules	5
	Instrument Fee, Insurance and Damaged or Lost Property	6
	Uniform and Appearance Rules	6
	Members Must Travel With Band	8
	General Travel and Event Rules	8
	Football Game Stadium Rules	8
	Marching Band	9
	Grading	9
	Band Placement	10
	Medical Consent and Other Forms Requirements	10
<b>IV.</b>	Other Information	11
	Parent Conference	11
	Student Leadership	11
	Letterman Jackets	13
	TMEA/District/Area/All-State	13
	UIL Solo & Ensemble Contest	13
	Band trips and Fundraising	13
	Band Parents Organization	14
	Member Fees	17
<b>V.</b>	Conclusion	14
	Consent and Agreement/Addendum	15

## **I. Introduction**

The L.E.E. Band's tradition excellence and accomplishment requires cooperation and dedication from the students, parents, directors and administration. The purpose of this handbook is to acquaint members and parents with the L.E.E. Band Program and to provide information on its operation. This handbook sets out the Band's goals, responsibilities, a clear statement of the rules and requirements of the Band, and other general information which will be of use to students and to parents.

All Band members and their parents are requested to read this handbook thoroughly and must sign the consent and agreement to indicate their consent to and commitment to comply with the Band rules and requirements, as a condition of participation in the L.E.E. Band. Please keep this handbook for future reference and return the acknowledgment as required. Some abbreviations and terms that will be used throughout this handbook and their meanings are as follows:

- UIL .....University Interscholastic League
- NEISD .....North East Independent School District
- LHS ..... L.E.E. High School
- L.E.E. Band .....unless otherwise indicated, the LHS band program or Band Band functions..... are all official activities of the Band, both scheduled and called, and include all rehearsals (including during class periods and after or before school) sectionals, performances, competitions, exhibitions, required fundraisers and trips.
- Band Director.....the singular term is usually used in this Handbook, but in many such instances, either the Band Director or either of the Assistant Band Directors or the Band Director and one or both of the assistants acting together do or can take the discussed action, etc.

## **II. Goals, Responsibility, and Commitment**

NEISD places strong emphasis on individual musical awareness and enrichment. The L.E.E. Band provides this awareness and enrichment through and prides itself on concert, marching and jazz band programs. The Band offers students all levels of music literature and musical skill that are both enhancing and challenging. The L.E.E. Band has been and will remain an active part of the LHS campus life and SPIRIT!

The L.E.E. Band continually strives for excellence by building upon past successes to achieve even greater success and accomplishment in marching, concert, and jazz band, and in individual performance. Each individual L.E.E. Band member should develop and mature in character, loyalty, dependability, dedication, leadership and musical skills while substantially contributing to the success of the L.E.E. Band. The L.E.E. Band seeks to enhance each member's high school experience, to provide each member the best possible music education and band experience and to help develop character traits that will positively serve those members throughout their lives.

The opportunity to participate in co-curricular activities in the NEISD, such as band, is a privilege. Students who accept the privilege of participating in co-curricular activities must recognize that they are representatives of NEISD and LHS and will be held to a higher standard of conduct in both school related and non-school related activities. Furthermore, the privilege

of participating in the L.E.E. Band requires that each member be fully committed to the goals of the Band and to do all that is necessary to achieve those goals.

All Band members must follow all applicable state laws, NEISD policies, LHS rules, UIL rules and Band rules and requirements at all times. Those laws, policies and rules, however, establish only the minimally acceptable behavior. To achieve the goals of the Band, far more than minimally acceptable behavior and minimal effort is required. All Band members must strive to further the goals of the Band and to meet their responsibilities to the Band. All Band members must, at all times, assume personal responsibility for improving their individual musical skills and each of the bands of which they are members by their actions and attitude. Specifically to those ends, all members should use every Band function, particularly rehearsals and sectionals, to further their knowledge and ability as much as possible and to promote the Band's excellence overall. In every performance, all members should be prepared to, and should strive to, give their best possible individual performance and to make a significant and positive contribution to the best possible performance of the Band. Members must not undermine the efforts of the Band and the Band directors, instructors, officers and student leaders through poor attitude or effort, or disparagement of any individual or undertaking, but rather, at all times, all members must cooperate with the Band directors, instructors, officers and student leaders and approach every undertaking with a positive attitude and full and sincere effort.

### **III. Rules and Requirements**

To achieve the L.E.E. Band's goals, it is essential that all members comply with all Band rules and requirements. This section of the Handbook sets out and explains the rules and requirements of Band membership and clearly identifies the conduct for which Band members may be disciplined and the possible disciplinary measures that may be imposed. The intent of this section is to provide notice that any improper conduct in any circumstance may subject a Band member to disciplinary action.

Under NEISD policy, the L.E.E. Band rules and requirements are independent of the student code of conduct of LHS and NEISD. Violations of the Band rules and requirements that also constitute violations of the student code of conduct may subject a member to independent disciplinary action under both.

#### **Band Discipline Program (BDP)**

For a violation of any State law, NEISD policy, LHS rule, UIL rule, L.E.E. Band rule or requirement, the following disciplinary actions may be imposed:

1. Correction or counseling
2. Parental conference or notification
3. Exclusion from Band function(s)
4. Loss of marching band spot or concert band chair
5. Exclusion or removal from Band office or other position
6. Removal from the Band

The disciplinary action imposed in each instance will be at the discretion of the Band Director considering the nature and severity of the conduct, the circumstances of the conduct, its frequency and prior warnings or action, and other relevant factors.

In addition to possible disciplinary action for violation of or failure to comply with other specific rules and requirements, disciplinary action under the BDP may be imposed for any of the following;

1. Violation of any state law, NEISD policy, or LHS rules regarding drugs, alcohol or tobacco
2. Unexcused absence from any Band function.
3. Unexcused tardy from any Band function.
4. Failure to be properly prepared for any Band function.
5. Failure to properly care for any Band property including music, instrument, or uniform.
6. Failure to pass-off music.
7. Using, tampering with or improper treatment of another Band member's instrument, music, uniform, or other property.
8. Failure to timely check-in equipment.
9. Poor participation in any Band function.
10. Improper behavior at any Band function.
11. Improper behavior in or treatment of the Band hall or any Band or school property.
12. Disrespectful or other improper treatment of directors, instructors, or Band officers or student leaders.
13. Failure to follow the instructions and directions of Band directors, instructors, officers and student leaders.
14. Conduct which has a negative effect on the morale or discipline of other Band members.
15. Conduct which has an incidental, but real, adverse impact on the reputation of the L.E.E. Band, LHS or NEISD.

### **Attendance and Band Calendar**

To assist Band members in planning and scheduling, the monthly Band calendar will be posted in the Band hall and will also be published on the Band website, volsband.org. Band members will be given advance notice of any changes in the monthly calendar. Band members are solely responsible for being familiar with the calendar and attending all scheduled Band functions.

Because the L.E.E. Band functions as a "team" and counts on each member, each member's prompt attendance at all Band functions is crucial to the success of the Band. Each Band member is responsible to be in the required location, properly attired (in the full proper uniform as required), with his or her instrument and all necessary music, equipment, etc. at or before the appointed time.

Absence from or tardiness to a Band function, particularly a rehearsal, sectional or performance, may subject the member to discipline under the BDP, including the lowering of the member's grade or loss of spot or chair for a first occurrence.

**A member's work or employment is NOT an excuse for absence from or tardiness to a Band function.**

Any member who may have a problem attending a Band function must contact a Band director IN ADVANCE to satisfactorily resolve the problem or to arrange for an expected absence or tardy to be excused.

### **Band Hall/Rehearsal Rules**

Band members should care for the Band hall as if it were their own home. Rules applicable to rehearsals and to the use of the Band hall are as follows:

1. Rehearsals and classes start ON TIME. Have your instrument and proper equipment (mallets, reeds, mutes, etc.) and be ready to start on time.
2. You must have your music, pencil and all other necessary materials.
3. Follow all applicable laws, rules, and teacher instructions.
4. Do not talk during rehearsals unless asked to do so.
5. Do not leave class without permission.
6. Instruments, music, and equipment must be stored in the correct place.
7. Do not deface (write on, etc.) walls, stands, equipment or furniture.
8. Have respect for others and their property.
9. The band hall is an educational space, not recreational.
10. Non-Band members are asked to stay out of the Band hall.
11. Do not bring drinks or food in the Band hall.

Any failure to comply with these rules may subject the member to discipline under the BDP.

### **Band Lockers**

Each student will be issued a locker and a lock at the beginning of the school year. Students must use the lock issued to them. All students must keep personal belongings in their locked lockers. Directors are NOT responsible for items stolen from the band hall. Students are expected to keep their locker clean and organized. A fee of \$5.00 will be assessed for lost locks. Students will be charged a fee of \$1.00 to look-up forgotten locker combinations.

### **Instrument Fee, Insurance, and Damaged or Lost Property**

Members who use any NEISD provided instrument must pay an annual \$30 instrument maintenance fee imposed by NEISD. Failure to pay this fee in a timely manner may result in the member losing the privilege of using NEISD instruments and other possible action under the BDP. Any damage to or loss of instruments, equipment or other property (other than normal wear) may subject the member to disciplinary action under the BDP and will be repaired or replaced at the sole expense of the responsible member.

### **Uniform and Appearance Rules**

#### **Issued Uniform Items**

Uniform items owned by NEISD and issued to members by the Band consist of:

- Long-sleeved Jacket
- Short-sleeved Jacket
- Pants
- Plume
- Shako

#### **Member Furnished**

Each member must provide the following items to be worn with the uniform:

- Solid black socks
- Under Shorts
- One pair black marching shoes

- Band T-shirt

### **Uniform and Appearance**

Band uniforms must be cared for and be worn properly and with pride at all times. Issued Band uniform items will be stored and kept during the school year in the Uniform Room.

Each Band member is responsible for his or her issued uniform at all times and must ensure that it is securely kept and cared for. When not in use, the uniform should be properly hung, the hat should be boxed and all items should be properly stored in the Uniform Room and will otherwise be ready to wear with pride at all times. During each use of the uniform, members must promptly put on and remove the uniform and not leave it, or parts of it, on the floor or in other locations where it may be damaged or soiled. Uniform items the members furnish shall be kept by the members and washed or cleaned as necessary.

Band shoes are not made of a material that can be and may not be polished. Members must, however, keep the shoes clean and free of scuffs, stains and dirt and may do so with a household cleaner like 409 or Soft Scrub.

*Members may not wear any jewelry* (including a wrist watch) or clothing other than the proper issued or student furnished items specified for the event, except that senior members may wear their own LHS senior rings.

*Only light makeup and clear nail polish may be worn with the Band uniform.* Hair must be a natural color and may not touch the collar of the Uniform. Hair shall be secured above the uniform collar before the uniform is put on and shall be kept so secured until after the uniform is taken off. Except as permitted by the Band director, and particularly when in public, the uniform should be fully buttoned and otherwise worn properly.

Any failure to comply with these Uniform and Appearance Rules may subject the member to discipline under the BDP, the following fines or charges, or both.

Any uniform item that is lost or rendered unusable through the negligence of any member shall be replaced by, and at the sole expense of, that member. Cost of replacement is as follows:

- Pants - \$100 per pair
- Coat - \$200 each
- Hat -\$100

NEISD pays to dry clean the uniforms two times per year. If a uniform becomes soiled and needs to be dry cleaned at any other time, it is the member's responsibility to have the uniform professionally dry cleaned.

Inspections are held before boarding buses and at performance sites. If any failure to comply with the Uniform Policies or failure to have the proper instrument, equipment and music cannot be corrected prior to boarding buses or a performance, the member **WILL NOT PARTICIPATE** in that Band function, and may be subject to further discipline under the BDP.

### **Members Must Travel with the Band**

The Band frequently travels and participates in activities away from LHS. All Band members are required to travel to and from Band functions in vehicles which are provided or approved by the school officials and/or NEISD. Any exception to this rule must be:

1. Made **IN ADVANCE** upon a written request from the parent/guardian and approved by the Band Director.
2. Arrangements for the member's equipment must be made before departure.
3. The member **WILL NOT** be surrendered to anyone other than his/her parent/guardian unless the written request signed by the parent/guardian directs that the member be surrendered to a specifically named, responsible individual.
4. Before a member may leave the Band, a parent/guardian and the student must check in with a band director in person.

If this procedure is not followed, the member must return with the Band and may be subject to discipline under the BDP.

### **General Travel and Event Rules**

Activities away from LHS require particular responsibility and cooperation from Band members. In addition to other applicable laws, policies and rules, the following specific rules are in effect for and applicable to all members for all such activities, unless instructed otherwise by the Band director. Band Parent Organization chaperones usually accompany the Band on these trips. On trips in which chaperones are not present, the Band director or other supervising adult will perform the functions of chaperones specified in these rules and should be consulted accordingly. Failure to comply with any of the following rules may subject a member to discipline under the **BDP**.

At any time while traveling or at an event or Band Function, each member must:

1. Immediately notify a chaperone of illness or injury.
2. Not possess any medication, prescription or non-prescription. Directors will give members medication allowed on the member's medical form.
3. Refrain from loud or disruptive behavior.
4. Ride their assigned buses.
5. Remain seated while en route on buses.
6. Not extend body parts or objects out bus windows, throw objects on or from the bus or call from the bus at motorists or passersby.
7. Not bring or have any personal property that is not required for the event (i.e., caps, hats, radios, CD or tape players, purses, backpacks, jewelry, etc) CHAPERONES, BUS DRIVERS, ETC. CANNOT AND WILL NOT BE RESPONSIBLE FOR ANY SUCH ITEMS.
8. Stay with the Band at all times unless escorted (i.e. to the restroom) by chaperones.
9. Act respectfully at all times, particularly in dealing with chaperones.

### **Football Game Stadium Rules**

Only Band members and assigned chaperones are allowed in the Band section at the stadium. Visitors may be allowed in special circumstances, but only with the permission of the Band Director. Band members will remain in the Band section at all times unless accompanied by a chaperone. The unorganized playing of instruments in the stands is unprofessional and is prohibited. Members will be given a cold drink **ONLY** by the assigned-chaperones. **NO FOOD OR DRINK MAY BE BROUGHT TO ANY MEMBER BY ANY OTHER PERSON.** Any failure to comply with these rules or the applicable General Travel and Event Rules may subject the member to discipline under the BDP.

### **Marching Band**

The MARCHING BAND consists of all students enrolled in the band program. The band performs at all Pep Rallies, football games, and marching competitions. Membership in the marching band is required of all band members. The marching band schedule is outlined in detail at [www.volsband.org](http://www.volsband.org). A general rehearsal schedule is as follows:

**Monday, Tuesday, and Thursday – 4:40 p.m. to 7:00 p.m.**

**Friday – 7 a.m.**

**Please see calendar for exact dates.**

**Always check [www.volsband.org](http://www.volsband.org) for weekly updates**

With the shortened amount of time scheduled for marching practice, we encourage students to schedule tutorial times around their practices. UIL Regulation states a band may practice a total of 8 hours outside of the school day from Monday through Saturday. If a teacher can only meet during a band practice time, please have the teacher send a note to the band director. Band Members receive a PE, Fine Arts, and elective credit for membership in the marching band.

### **Grading**

Grading in band is based upon:

- Games and Rehearsals (40%)
- Playing Tests (30%)
- Contests and Concerts (30%)

Band students receive a grade of “100” for each performance attended – example: football games, concerts, and competitions. Game and Rehearsal grades are based on sectional/rehearsal attendance, preparation of music, etc. Test grades consist of marching tests, memorization of music, and music mastery (playing and written). Unexcused absences from events will earn a grade of “0%.” Properly excused absences can be made up for full credit; unexcused absences can be made up for a maximum of 70%.

### **Academic Eligibility**

Due to the “No Pass, No Play” state law, students may not participate in band, or any other extra-curricular activity, for a period of 3 weeks if they are not passing all classes. Excessive absences from school may also cause a student to be declared ineligible. The band staff works hard in assisting and encouraging band students to pass all classes. Tutoring times are set once a week, after school, for all band members. The L.E.E. High School Band is respected because of their 99%-100% eligibility record. We cannot be successful as a band unless our students are successfully passing all academic classes. Frequent academic ineligibility may cause a student to be removed from participating in the band.

### **Rules and Protocol**

Rules and Protocol serve as guidelines and expectations for student conduct, deportment, and accountability outside of class, rehearsal or performance. Although these rules have no bearing on your class grade, they do impact your status and good standing as a member of this organization. Your participation, cooperation, ability, understanding, willingness, diligence, attentiveness, self-discipline, respect and courteousness all impact how others perceive you and this band program. Please be aware of the visible role that you have accepted and the impact and influence that you have in the community. The L.E.E. Band Program has a state-wide reputation for excellence. Students who are unable to follow the

rules, protocol and high expectations of the L.E.E. Band Program jeopardize their membership. All circumstances will be addressed on an individual basis at the director's discretion.

Please consult the L.E.E. Band Handbook for specific details.

### **Band Placement**

The marching position or spot, or concert chair of each member is decided based upon musical ability, attitude, compliance with rules, and eligibility (under H.B. 72). All members must formally audition for placement in a concert band and class period. Members' marching band performance will be evaluated during all rehearsals.

### **Sectionals**

Sectionals may be called by a Band Director or by the section leader. Section leaders must obtain approval from a Band Director in advance and give the section at least 24 hours' notice for all sectionals called by the section leaders. Sectionals shall be used to play-off or prepare music.

### **Medical Consent and Other Forms**

To enjoy the privileges of engaging in certain Band functions, particularly the Band trip, NEISD policy and Band rules require that members turn in consent and medical forms and other commitments, permissions or other documents properly signed and promptly returned as required by the Band Director. It is the responsibility of each Band member to timely obtain the proper documents, to provide *all* the required information, to properly sign and have his/her parent or guardian sign any such documents and to return such documents to the proper person, or place, in the proper manner and *by the specified time*. In the past, repeated telephone reminders and requests were made to get these documents completed and returned. **NO SUCH REMINDERS AND REQUESTS WILL BE MADE IN THE FUTURE.**

The failure to timely return, properly and fully completed and signed, any form, consent, commitment, permission or other such document as required by the Band director may subject the member to discipline under the BDP, including exclusion from a Band function or functions, specifically the Band trip.

## **IV. OTHER INFORMATION**

### **Parent Conferences**

Band directors may be contacted by telephone during the school day by calling the Band hall at 356-0884.

### **Student Leadership**

#### **Band Officers**

Band officers will be elected or appointed by the Band Directors for the next school year in an election conducted on a date selected by the Band Director and will serve for a period of one year. Elected officers will serve until officers elected in the following year take office, unless the officer is removed or unable to fulfill his/her responsibility. Officers are expected to participate in all Band functions and all other Band activities and events and all Band officer

meetings. If an officer becomes ineligible due to grades (under H.B. 72), he/she must raise the grades by the next progress report/grading cycle sufficiently to regain eligibility or such officer may be removed from office. An officer who is removed from office or is not able to fulfill his/her responsibilities may be replaced.

The student Band leaders, and particularly Band officers, agree to and assume significant positions of leadership in the Band and undertake substantially greater responsibility and commitment than Band members. Band officers must work closely and cooperate fully with the Band Directors in the many undertakings necessary to the success of the Band.

#### **General Requirements for office:**

1. Be a current Band member in good standing.
2. Declare for office with a Band Director before the deadline.
3. Meet all requirements for the specific office sought (discussed below).
4. Take and fulfill the following oath:

#### **Oath**

*I promise that I will, at all times, perform the duties of my office in the L.E.E. Band to the best of my ability and that I will seek to achieve the goals of the Band and to serve the best interest of the Band by my attitude and all my actions. I further promise to obey and uphold all applicable laws, policies and rules and to always properly use my authority and conduct myself properly in all undertakings.*

#### **Duties and Requirements for Officers**

- **President.** The President shall be a junior or senior elected by Band members or appointed by the Band Directors. Duties are to call and preside over the Band officer meetings and to act as student representative for the Band. As student representative of the Band, the President must represent the Band appropriately and as instructed by the Band director.
- **Vice President.** The Vice President shall be a junior or senior elected by Band members or appointed by the Band Directors. Duties are to assume all duties of the President when necessary. The Vice President will be the student leader of the Band Buddy system.
- **Secretary.** The Secretary shall be a sophomore, junior or senior elected by Band members or appointed by the Band Directors. Duties are to handle all Band correspondence, keep minutes of all officer meetings, keep an accurate calendar posted, and to assist the Band directors with paper work when needed.
- **Historian(s).** The Historian shall be a sophomore, junior or senior elected by Band members or appointed by the Band Directors. Duties are to keep a historical record of the Band accomplishments and publicize them, to work with the yearbook, the school paper, and L.E.E. TV to publicize the Band. The Historian should also collect pictures and videos for events such as the spring banquet.
- **Librarian(s).** The Librarian(s) shall be a sophomore, junior or senior appointed by the Band Directors. Duties are to copy extra parts when needed, aid the directors in sorting and filing marching and concert music, and continuously keep the music library neat and

orderly. The number of Librarians needed will be determined according to the size of the Band.

### **Drum Majors**

Drum Major(s) shall be a sophomore, junior or senior elected by Band members, judges, and Band Directors. Duties are to lead the marching band both on and off the field, to assist section leaders in marching section rehearsals, attend band officer meetings, and to assist the Band directors in any way necessary.

Students must meet the following requirements to be eligible to audition for the position of Drum Major.

1. Must be a band member in good standing (diligent, responsible, hard-working, courteous, etc.)
2. Must have participated in band for at least all of the current school year.
3. Must have an overall grade point average of 85 or better and must have maintained academic eligibility throughout the year.

The number of Drum Majors will be determined by the Band director according to the size of the marching band and the ability of those auditioning.

### **Other Band Student Leader Positions.**

In addition to the specified officers, Band members may serve as Section Leaders and Marching Technicians who are selected by the Band Director, and, from time to time, in other positions, as designated by the Band Directors. To be eligible to serve in these Band leadership positions, members must meet the qualifications specified by the Band Director and may be required to take the oath prescribed for officers, as appropriately modified.

### **Letterman Jackets**

Members may receive only one Band jacket while in NEISD. Band jackets are ordered only once a year (in May). Members who are measured for a jacket in May but are no longer in the Band when the jackets are received, will not receive a jacket. The Band Director has the final word on all jackets to be awarded and may refuse to award a jacket in his discretion. Jackets will be ordered for and presented to all Seniors who have been Band members for the three prior years, have not previously been awarded a jacket and meet the Band Director's requirements and approval. Any band member who earns a spot in the TMEA Area Band may receive a jacket in one year. Drum Majors and Color Guard Captains may also receive a jacket in one year.

### **TMEA District/Area/All-State**

Band members are strongly encouraged, and some Band classes may be required, to prepare the prescribed music for these auditions, sponsored by the Texas Music Educators Association, to such a level that they may successfully compete and learn from the experience.

### **UIL Solo & Ensemble Contest**

Band members are strongly encouraged, and some Band classes may be required, to

participate in this contest which is held during the second semester. Medals may be won and students who receive DIVISION I ratings on CLASS I selections may also compete at the STATE level at the end of the school year.

### **Band Trips and Fundraising**

The Band is allowed to take an out-of-state and in-state trip in alternating years. Generally, these trips are in the spring and involve the Band members missing a day or two of school. The Band performs or competes in a concert contest, and the remaining time is spent in other activities. The trip, location, and date is decided by the Band director. The spring trip is voluntary, although all Band members are encouraged to go.

It is important all members fundraise in order to raise monies for the band program. Expenses are incurred throughout the year for the marching season, color guard, percussion, and other band necessities. In order to be competitive, and provide students with a meaningful band experience, it is necessary to raise funds all year. Monies earned will go into the Band Booster fund or the Campus Activity Fund.

Each Band member is subject to and must comply with all applicable state laws, UIL rules, NEISD policies and Band rules at all times during all Band trips and failure to comply with any such laws, policies or rules may subject the member to discipline under the BDP, and such discipline may include immediately sending the member home at the member's (or member's parent's) expense. Furthermore, each Band member is subject to having all his luggage, bags, backpack, purse, other belongings and person searched at any time before or during the trip by any chaperone, Band director, or LHS administrator.

### **Band Parents Organization**

The Band Parents Organization is a Texas non-profit corporation that supports and assists the L.E.E. Band's members, staff and Band director. The organization provides direct assistance by providing chaperones for many Band functions and by helping to plan and coordinate the Band trip. Another of the many roles of the organization is to raise funds to help cover the cost of clinicians, contest entry fees, transportation, awards, patches, and special musical arrangements, to name just a few of the many costs that are not paid by NEISD. All activities of the organization are carried out with the advice and consent of the Band directors and LHS and NEISD administration.

Band Parents Organization Meetings will be announced in advance. The Band Parents Organization plays an important role in the success of the Band and we encourage all parents to visibly support their Band member by joining the organization and actively participating in it and its work.

## **V. Conclusion**

Over the years, many students and parents have contributed to the Lee Band's success. It is our sincere wish that all present and future L.E.E. Band members enjoy the long-lasting friendships and sense of pride that have been and will be passed down from year to year.

# L.E.E. Band Handbook Lite

## Marching Band Attendance Policy

- Absences must be excused **in writing**.
  - Students must fill out and submit an absence form **before** a planned absence or **the day after** returning from an unplanned absence.
  - Excused absences may include: illness, family emergency, school business.
  - All other reasons may be considered unexcused, resulting in a lowered grade.
  - All absence forms must be signed and approved by a band director before they are turned in.
  - Absences that have not been excused in writing will be considered **unexcused**.
  - It is the student's responsibility to account for an absence.
- Tardies must be excused **in writing**.
  - If possible, fill out and submit a form ahead of time.
  - If arriving late due to tutoring, students must turn in a signed pass from the teacher that includes: date, time, and room number.
  - Undocumented tardies will result in a lowered grade.
- Attendance for before/after school rehearsals will be a weekly grade.
  - Each unexcused absence = 25% off
  - Each unexcused tardy = 10% off
- Football Game Participation
  - Poor attendance may result in the loss of football game privileges.
  - Student will not perform at halftime
  - Student will not receive his/her uniform for the game.
  - Participation in the week's football game **will be forfeited** by:
    - *One* unexcused absence
    - *Two* unexcused tardies in one week

## **Grading**

40% - Games, Weekly Rehearsals

30% - Contests and Concerts

30% - Playing Tests

## **Band Hall Policies**

### **Food**

- Lunch and Breakfast for students will not be allowed in the Band Hall during the school year.
- Students may not have food in the Band Hall except for when necessary for Band Activities.

### **Lockers**

- Lockers are assigned by the Band Directors.
- Lockers must be locked and kept neat and orderly at all times.
- A \$5 replacement fee will be charged for lost locks.
- A \$1 fee will be charged to look-up combinations or unlock a lock.

# Lee Band Handbook Consent and Agreement

We have read and understand the L.E.E. Band Member Handbook, particularly all the rules and requirements and the Band Discipline Plan (BDP), and, as a condition of the Student's participation in the L.E.E. Band, consent to and agree to comply with all rules and requirements therein.

Student Name (printed legibly) \_\_\_\_\_

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

Parent Name (printed legibly) \_\_\_\_\_

Parent Signature \_\_\_\_\_

Date: \_\_\_\_\_

This consent agreement must be signed and dated, as indicated, and returned to the Band Director before the student may participate in any Band function. Any failure to participate for failure to return this consent will be considered an unexcused absence.