

PREFACE

AS A MEMBER OF THE FRANKLIN STAR OF THE WEST BAND PROGRAM, YOU ARE COMMITTING YOURSELF TO A MUSIC PROGRAM WHICH IS DEDICATED TO ESTABLISHED TRADITIONS OF OUTSTANDING MUSICIANSHIP AND SCHOOL PRIDE. THE SUCCESS OF THIS BAND WILL DEPEND ON THE LOYALTY, COOPERATION AND DEDICATION OF EACH AND EVERY MEMBER.

KEEP IN MIND; AT ALL TIMES THIS IS A FAMILY. THIS IS A PLACE OF REFUGE FOR EACH AND EVERY ONE OF YOU. THE BAND ROOM IS OUR HOME AND EVERYONE NEEDS TO MAKE SURE THEY DO THEIR PART TO MAINTAIN THAT HOME!

Every member of the Franklin Band can expect to:

- Be a proud and contributing member of the program
- Give the organization all they can in effort, interest and attention
- Observe the objectives and guidelines of the organization

The guidelines outlined on the following pages are simple, sound and easy to understand and follow. They reflect years of experience and hours of careful thought and planning. This handbook can be referenced throughout the school year when you have questions or concerns.

GENERAL BAND OBJECTIVES

The following objectives have been developed to assist the band members striving for and maintaining the highest standards of musicianship and self-discipline.

- I. To develop a clear thinking individual involving:
 - A. Self Discipline
 - B. Good Work Habits
 - C. Responsibility
 - D. A healthy, competitive spirit
 - E. A cooperative attitude
 - F. Continued social enhancement

- II. To work for continuous musical growth in:
 - A. Developing a true appreciation for good music.
 - B. Promoting the highest standards of performance
 - C. Maintaining a well organized band program
 - D. Encouraging continued musical experiences after high school
 - E. Cultivating good public relations

- III. To contribute positively to the spirit and morale of the school and school culture.

ORGANIZATION AND PERFORMANCE REQUIREMENTS

The student course guide for the El Paso Independent School District states that enrollment in the band program requires the band directors permission. Band counts as an Elective and a Fine Arts credit. Marching Band counts as a Physical Education credit. The band performance schedule can be divided as follows:

Marching Band	Fall Semester
All Region/ All State Band Preparation	Fall Semester
Winter Guard	Winter/ Spring Semester
Concert Bands	Winter/ Spring Semester
Jazz Bands	Winter/ Spring Semester
Solo and Ensemble (Winds and Brass)	Winter/ Spring Semester
Spring Band Trip	Late Spring Semester
End of Year Concerts	Late Spring Semester

The following is the daily class schedule for all band students. During the Fall Semester, all band students are enrolled in Zero Period for the Marching band class. They are then assigned a second class period based on their instrument for small group work.

0 Period	Full Marching Band – 6:45 – 8:15 a.m.
1 Period	Percussion
2 Period	Trumpets, Horns, All Saxes
3 Period	Trombones, Baritones, Tubas
4 Period	No Band Class

Periods 1, 2 and 3 are on Purple Days of the Block Schedule

5 Period	Color Guard
6 Period	Planning Period for Directors
7 Period	Flutes and Clarinets
8 Period	No Band Class

Periods 5, 6 and 7 are on Silver Days of the Block Schedule

At the end of the Fall Semester, auditions are held for Concert Bands, Jazz Bands and Winter Guard. Following results, students are then placed in those groups based on their auditions. Some students class schedules may change based on their placement. We will do our best to keep changes to a minimum. The following is the class schedule for band students during the Spring Semester.

0 Period	Jazz Bands - Early Semester / Concert Bands – Mid Semester 7:15 – 8:15 a.m.
1 Period	Percussion
2 Period	Concert Band
3 Period	Wind Symphony
4 Period	No Band Class
5 Period	Winter Guard
6 Period	Planning Period for Directors
7 Period	Symphonic Band
8 Period	No Band Class

We want our students to be well rounded musicians. They must be enrolled in band class for the entire year. The only exception is with the Color Guard/ Winter Guard Classes. Sometimes guard members choose not to stay in Winter Guard or are not chosen for the class. In these cases, students are allowed to rejoin at the next semester. But with brass, woodwind and percussion students, if they want to be in any band in the Fall, they must be in the band in the Spring. And same goes the other way; if they want to be in any band in the Spring, they need to be in the band in the Fall.

REHEARSAL AND PERFORMANCE ATTENDANCE

Attendance is expected at all performances and rehearsals. An absence from any band function must follow the same format as an excused absence from school, personal illness or a family emergency. Problem absences or tardiness can be considered a reason for chair reassignment, drill reassignment, placement to a different band class or in severe cases, denial of future enrollment or immediate drop from the band class. This is left to the discretion of the directors after several conferences with the student and their parents. During Marching Band, each student is required to complete an attendance policy form which is a simple agreement to be at all rehearsals. If a student misses too many rehearsals, they will more than likely lose their spot in the show! ***This attendance form is on the band website (fhsstarband.com).***

When we schedule events for the school year, we do our best to avoid conflicts. Some dates are set by the school district, some by UIL, and some by TMEA (All Region) and the rest by us. You will receive a calendar at the beginning of the school year and then a revised one at the beginning of the Spring Semester (January). As with all calendars, all dates are subject to change. Please be as flexible with us as we will be with you. Students who are forthcoming with their conflicts usually have them worked out in fashion pleasing to all parties. Those that wait until the last minute cause problems for everyone!! Inform us with plenty of time and we will do our best to work with you.

All band students should understand that with the privilege of performing and representing the band and school, comes the responsibility of additional rehearsals. There is always a set schedule, but it may have to change for any number of reasons. We do our best to stick to the printed schedule and adjust only when absolutely necessary.

DISCIPLINE

Participation in band is a ***privilege*** not a right. With that in mind, we will not tolerate major discipline problems. After conferences with the student and phone calls to parents, we will discuss whether the student will be reassigned a class, a band, a spot on the field or complete termination from the band program. This is extreme but it has been done. The directors may consider re-enrollment of a student after a conference and re-evaluation. Band takes discipline by everyone for it to succeed. Let's all work towards the same goal and take care of ourselves in and out of rehearsal.

EVALUATION

In determining a student's grade in a band class, we will use the following criteria:

1. Performing progress through tests.
2. Attendance at rehearsals and performances. Including extra rehearsals.
3. Behavior and conduct at rehearsals and performances. Including extra rehearsals.
4. General music knowledge growth through testing.
5. Occasional written tests and notebook (binder) checks.

ELIGIBILITY

A grade of 69 or below, in any class, on a report card, at the end of the nine weeks can deny you of your privilege to perform for at least three weeks, sometimes more. Because this can destroy all of the groups work both individually and collectively, all students must take care of their classes and pass them with good grades. **DO NOT PROCRASTINATE. GET HELP NOW!** Ask other band members, other people in your class, the **TEACHER!!** Go to tutoring. Ask the directors for directions when you get in trouble. But do not wait until the last minute!!! Listed below are some guidelines:

1. Follow all instructions
2. Be attentive in class
3. Take good notes and review them daily.
4. Do your homework the day it is assigned; not the night before it is due!
5. Do your homework and turn it in!!!!!!!!
6. Ask questions!
7. Be prepared for all tests and quizzes!
8. Do what is right and not what everyone else is doing!!
9. Be courteous in well behaved in class. Your teachers talk to us! Daily!!
10. Work with your teachers. Learn to get along with them.
11. Keep your parents involved and informed. Have them get on Parent Portal!!

Parents and students both should understand that repeated academic problems may keep students from continued enrollment in the band program. Please don't let this happen! Your privilege to perform as a band member must be earned in all other classes as well as band!!

GAME AND CONCERT/CONTEST PREPARATION AND BEHAVIOR

In order for each game and game performance to be successful and to ensure that the performance helps prepare us for successful performances at contests, focused and organized preparation is important. Each student must take care of themselves, their equipment and their uniform. It is then important that they assist each other in such a way so that everyone is focused, thinking about what lies ahead while preparing to perform their absolute best. People who enter the band room prior to a game unorganized, noisy, loud and not taking care of business will not only affect their performance but others. With that in mind, please follow the list below for a great performance.

1. The night before a game, get all necessary uniform parts ready. I.e. shoes, socks, Band shirt, makeup, materials for hair.
2. During the week, take care of your ride, your meal (order pre game meals).
3. Check out your equipment – all moving parts are working correctly, correct flag, etc
4. After school get to the band room quickly and take care of all uniform parts. Get dressed in a timely fashion. Girls get hair up properly.
5. Once dressed in uniform, help others out, settle in and focus. Stay quiet if nothing else! Wait for further instructions from the Directors.

Prior to our first game, the directors will go over specific guidelines for riding buses, sitting in the bleachers, proper uniform rules, any specific arrival times and go over specific game day procedure. These guidelines serve in addition to the ones listed here and will allow the band the opportunity to perform at the highest possible level.

There are a few rules that everyone needs to know about behavior at a game. Band members are at games for two purposes: to support the team and entertain. With that in mind, please follow the list below for a great performance.

1. No unauthorized food or drinks in the stands.
2. Stay in assigned seat, assigned section.
3. No trading of instruments.
4. No friends, parents or “civilians” will be allowed amongst the band.
5. Bathroom trips will be allowed after halftime, when the directors give the okay. Students travel to restrooms in pairs and always with an adult chaperone.
6. ALL wind and brass players are required to have their flip folder in the stands with them. A box will be provided for transportation purposes. The Fight Song, Star Spangled Banner and the Contest music must be memorized.

7. Always listen for instructions, changes, and directions.

Contest Day preparation is much the same as a game. The directors will pass out and post on the band website prior to the contest date an itinerary for each contest listing arrival time, departure time, warm up, performance time, etc. Other information important to the day will be listed such as whether a meal will be served, return time, Prelims/ finals format. Again, if everyone follows the simple guidelines above, the band will be prepared to perform their best.

These guidelines can be applied to Winter Guard show preparation and Concert Band and Jazz Band concerts or contests. Mental and physical preparation is just as important as knowing the music!!

One last item about game or contest preparation: You do not want to be that one person the does something, says something or causes something to happen, on purpose, that will affect the rest of the group in a negative way. Again, if you enter the band room unorganized, or late; or maybe you bring into the room baggage from home, another class, whatever. Do your best to push it aside, gather yourself so you can perform your very best. And always help each other do the same.

EQUIPMENT AND SUPPLIES

In most cases, students are expected to furnish their own instruments. The following instruments are available for rental from the school district. The district Fine Arts Department charges a \$45.00 a year rental fee for these instruments. THAT FEE IS TO BE PAID AT THE SCHOOL'S BUSINESS AGENT OFFICE NOT IN THE BAND BOOSTER MAILBOX!

Bassoon, bass clarinet, baritone sax, tenor sax, French horn, euphonium, tuba, marching French horn, marching baritone, sousaphone, marching snare, bass and tenor drums.

Students renting and using school owned instruments will need to return the required rental agreement forms and the rental fee as soon as possible. Failure to pay the fee may result in the instrument being taken from the student. If there is a financial concern with your family, please inform the band directors and arrangements for other payment plans can be made.

All reed players must have at least three working reeds at all rehearsals and performances. Their instruments must be in good working order and clean. Please remove the reed from the mouthpiece after each rehearsal or performance to maintain the reed and the cleanliness of the instrument. Brass players need to have all slides and valves in good working order and must own appropriate lubricants for their instruments. Clean out mouthpieces after each rehearsal and performance. Give your brass instrument and bath about three times a year. See owner's manual for specifics or ask a band director for cleaning recommendations. Percussionists it is recommended that you have your own bag of sticks and mallets. Some materials are provided.

Please make sure your instrument case is well labeled and in good working order. NEVER PUT YOUR INSTRUMENT IN A BAND LOCKER WITH OUT LATCHING THE CASE CLOSED! Failure to have required supplies for rehearsals will be treated as it would be in any other class when a student arrives unprepared. It will affect your grade!!!!

We have a limited number of lockers for our instruments. Thus some people may have to share. Please take care of the band locker, the locker area, keep it clean, keep your individual locker clean and keep ONLY YOUR INSTRUMENT AND MUSIC IN THE BAND LOCKER!!!

Students using the instrument lockers in the band room will need to bring a combination lock from home for the locker. The combination for the lock must be given to the directors for emergency purposes.

It is strongly recommended that parents and/or guardians insure their child's instrument. Check with your homeowners insurance first.

UNIFORMS

Marching Band – with the exception of Color Guard members, a marching band uniform will be issued to each member of the band prior to the first game or performance. It will be worn for every football game and marching band performance, unless otherwise announced. This uniform or any uniform is to be worn with pride and dignity. It is NEVER worn incomplete unless otherwise announced and at which point the entire group will be dressed the in the same manner (half uniform for pre game or pre contest events). The marching band uniform consists of the following:

1. Black bibber pants
2. Gray coat
3. Black marching shoes (can be purchased at a music store) and black socks
4. Designated band T-shirt for the year
5. Gym shorts
6. Black gloves – (can be purchased at a music store)

When not in use, the band uniform stays in the band's Uniform Room. This allows for better upkeep and storage, access when cleaning is needed and inventory control. The uniforms do go home with the students on rare occasions. A yearly cleaning fee, which is part of the Activity fee or Fair Share Fee, will be assessed prior to assigning a uniform. This cleaning fee must be paid

before the first game or non paying students will not be allowed to participate. THIS WILL BE ENFORCED THIS YEAR!

When you put on a uniform, you begin to perform at that moment! Any behavior unbecoming the dignity of the Franklin Band will not be tolerated and will result in disciplinary action deemed appropriate by the directors. Each incident will be handled on an individual basis.

There are many good things to do in uniform, too many to mention. Here is a list of items NOT to do!

1. Eat or drink on your own! Sometimes we eat in uniform as a **group**!!
2. Smoke
3. Consume alcoholic beverages
4. Use obscene, vulgar or any other inappropriate language.
5. Rude behavior, especially towards other people or groups.
6. Act in **any way** the directors feel is **not** befitting a Franklin Band member.

Concert Band – For Concert Band Season, a tuxedo is assigned to the boys and a gown is assigned to the girls. The same check out and storage procedure is followed for these items. Because of contest or concert time and restraints, these items may go home with the students. Care and instructions will be given to the students for those times and events.

Tuxedo consists of the following:

1. Tux Pants
2. Tux Coat
3. Cummerbund
4. Tuxedo Shirt
5. Bow tie

All of the above are supplied by the band. The boys will then wear their black marching band shoes with a pair of black socks.

The girls will be issued a gown and are asked to wear black, low heel, closed toe dress shoes. No sandals, flats or tennis shoes will be allowed. We also ask the girls to pull their hair back out of their face, and go easy on the makeup and earrings.

Jazz Band – For Jazz Band concerts and contests, we instruct the boys to wear suits and ties while the girls wear appropriate feminine outfits. We want them to look clean and classy. This is something the Franklin Jazz Bands are known for; not only how well they play but how nice they look!! If someone has financial concerns and a suit or a dress is out of the question, we can help the students out. Just let us know.

Color Guard/Winter Guard – Each year, the instructors and directors for the Guard design uniforms that fit the shows. These uniforms are then purchased by the members who then keep those uniforms. The EPISD does not provide uniforms for Guard members. Once the design and cost has been determined, it is then up to the individual member to take care of the cost of that uniform. Once uniforms have been bought or made and the students are wearing them for performances, they are to wear them with the same guidelines as the other band members. Pride, dignity and class!

CHALLENGES

After chair placement tests have taken place and students have been assigned Concert Bands (there are three), any student may challenge the person sitting directly above them in order to improve their chair placement. The directors will set a time frame for the challenge, usually in the earlier part of the Spring Semester. *It is not favorable to have challenges close to major performances.* This time frame will be announced to the players in advance along with the challenge material. Challenges are great motivational tools because it causes both players to improve, which in turn improves the entire band!! Listed below are the guidelines for challenges:

1. You may challenge only the person directly above you.
2. 24 hours notice must be given to that person.
3. They must accept the challenge. No Choice!
4. They then both approach a band director who then sets the time and day and the challenge material.
5. A person may only challenge one time per week, unless the director sees fit to allow more.
6. If the challenger wins, seating changes takes place immediately.
7. If challenger loses, they must wait one week to challenge again.
8. The director (s) will judge the challenges and all decisions are final!
9. Challenges between bands will not be allowed. Only within a band.

Remember that the bands need good players in every chair and it really does not matter what chair you are as long as you are playing your absolute best all the time!

PRACTICE AND STUDY HABITS

As the title suggests, there are many similarities between practicing and studying. In both cases you are attempting to learn. The hints given here should help you with all your classes. Read them and adapt where necessary.

1. Approach your task with the proper mental and emotional attitude (spiritual also). If you thoroughly believe that you can accomplish your goal, than you are half way there. Approach your task with a positive attitude and have fun.
2. Be efficient and business like. This does not mean not to be positive or have fun. Just make the most of your time. See how much you can get done in how little time. Work smart, not just harder.
3. Keep your practice and study area free from distractions. No phone, TV, games, etc. Use your computer and smart phone for research not just for games! Your family should understand that you are not to be disturbed unless it is very important. This will mean that siblings should respect your time and you theirs! By scheduling your practice and study time every day, you will do a lot towards avoiding distractions. People will become accustomed to your habits and respect them. You will also set yourself up to be in a good frame of mind, just because you know that at a designated time of day, you get to practice!!
4. Be sure to set goals for each practice session. Know what you need to do, why it needs to be done and how to do it. If necessary, establish a time frame for finishing. This applies to all the suggestions.

INCLUDE THE FOLLOWING IN YOUR DAILY PRACTICE SESSIONS

5. Daily routine of fundamentals. This should be your highest priority because here you are concerned with learning to play your instrument. Long tones, scales and arpeggios, lip slurs, tonguing, rudiments, etc.
6. In most cases, your second priority will be to cover private lesson material. This material is more challenging than your band music.
7. Music for upcoming events should be next. Show music, Concert, All Region, Solo and Ensemble, etc. None of these should be your only focus.
8. Sight read music. Besides being a part of a complete practice session, this can turn into one of the more enjoyable facets of practicing.
9. ALWAYS USE A TUNER AND METRONOME. Look online or your smart phone for those tools.

10. Take care of your instrument. Keep it clean, especially the mouthpiece. Brass players should clean their mouthpiece after every playing session. Percussionists should check condition of their sticks and mallets. Woodwind players swab out your horn and do not leave your reed on the mouthpiece. Take care of it properly.
11. Try to find recordings of great players or groups. You Tube!!!!!! One of the best ways to get better is to listen to other people play.
12. Constantly monitor your activities. Thought there will be individual differences in opinion, you must check yourself constantly. Ask yourself questions about the rhythm, your tone, your articulation, and dynamics. Record yourself!! Don't go on until something gets better!

There is only one thing you need to succeed in school. It is not talent or intelligence; the world is full of smart, talented failures! You have to use what you are given to improve. The one thing you need for success is the desire to succeed, no matter what it takes (provided no one gets hurt along the way).

SOLO AND ENSEMBLE

Solo and Ensemble is an integral part of the success of any band program. Building up and improving the player improves the band. This activity is open to all woodwind, brass and percussion student in the Spring Semester and is sponsored by UIL. All students in the first and second concert bands will be assigned an ensemble. Members of the third band will be encouraged to participate. Students will also be encouraged to perform a solo although we mostly ask those taking private lessons to work with the private instructors to assist them with solos. Ensemble rehearsals will be held during class time with possible additional rehearsals before or after school. There is a performance fee, usually in the area of \$7.50 per event, which will need to be collected prior to the performance. The Activity Fee or My Fair Share Fee does NOT cover this cost anymore! Students must pay individually for this performance cost.

ALL REGION BAND/ALL STATE BAND

This single activity will help all band members improve faster than any other. It is not a required activity but is highly recommended. The goal of making All Region Band or All State Band is great motivation for the individual. The Franklin Band consistently places students in the All Region Band then sending students to Area and almost every year having students qualify for one of the most prestigious musical activities in the world; Texas All State Band! It takes hard work and dedication; but this same hard work and dedication is what has helped Franklin maintain a strong musical presence in El Paso and the state of Texas.

BAND TRIPS

As with many band activities, Spring Band Trips are a privilege, not a right! The Franklin Band takes a trip once a year at the expense of the individual student. They may pay for these trips through fundraising, part time jobs, parents can pay out of pocket or any combination of one of these plans. A sight and cost is selected and announced in the early Fall so students will have as much time needed to raise the funds for the trip. We try to keep the cost reasonable hoping to lessen the pressure for the students while giving them the opportunity to travel and perform other places. **NEW THIS YEAR: STUDENTS WANTING TO GO ON THE SPRING BAND TRIP MUST PAY THEIR MY FAIR SHARE FEE IN FULL PRIOR TO THE BAND TRIP!** Payment plans for both will be available.

LYRE AWARD

The Lyre Award is an earned award sponsored by the EPISD Fine Arts Department. Anyone enrolled in band can earn this award. Listed below are the criteria for earning this award:

1. Maintain a "95" or above in band ALL year
2. Maintain eligible status in ALL classes ALL year
3. Participate in all games, concerts, contests and Graduation Band. Winter Guard to include all of their Spring Show performances rather than concerts.
4. Participate in Solo and Ensemble – Winter Guard does not participate in Solo and Ensemble
5. Jazz Band is not included as part of this award.

ELECTED OFFICERS

ALL OFFICERS ARE REQUIRED TO AUDITION FOR ALL REGION BAND

The band president is responsible for providing leadership to the band in the areas of performance, social activities and school pride. The band president will remain in close contact with the band booster president and act as liaison between the band and the band boosters. The band president will most importantly work closely with the band director and promote his goals for the band. ***This office is restricted to Seniors. All other officer positions are open to the Sophomore, Junior and Senior classes.***

The band vice president will assist the president with their responsibilities. In addition, the vice president will remain in close contact with the Ways and Means chairman of the booster club and assist with the ideas and implementation of fundraising activities.

The band secretary will keep attendance records for marching band and assist with attendance at other band activities outside of the band room. The secretary will also assist with correspondence, posters and clerical needs.

The band historian will be responsible for all records of events and the end of year video. This entails keeping of pictures, photos, newspaper articles, clippings, programs and other information pertaining to the band. The historian will assist the other officers as needed.

Librarians will be responsible for copying, dispersement and storage of all music. This includes Marching Band, Concert Band and Jazz Band.

DRUM MAJOR

The Drum Major plays a crucial role in assisting the band director in establishing discipline, pride and exemplary work ethic for the marching band. The drum major will set an outstanding example for the band to follow and keep in touch with the directors regarding every aspect of the marching band. Requirements for the drum major audition will encompass those of the Lyre Award as well as other material that will be announced prior to the actual audition date. Any student in the band may audition for drum major. Freshmen are not allowed to earn a spot as a drum major.

SECTION LEADER

The section leader plays another key role for the band. Their responsibilities include but are not limited to rehearsing music with the section, providing individual assistance to members of the section, keep an open line of communication with the drum major and the band directors, being the first at all band events and the last to leave and pushing their section to their fullest potential! Requirements for the section leader interview will encompass those of the Lyre Award as well as other material that will be announced prior to the actual interview date. Any student in the band may interview for section leader. Freshmen are not allowed to earn a spot as a section leader.

OTHER SELECTED LEADERSHIP POSITIONS

There are other selected officer positions in the band with requirements much like the drum major and section leader. They will follow the interview process like the section leader and must meet the other requirements in order to interview. Those officers are listed as follows:

Guard Captain

Guard Equipment Manager

Percussion Equipment Manager

Field Assistants

The numbers for these positions vary from year to year depending on the need of the band and the quality of the applicants interviewing. Freshmen are not allowed to earn a spot as one of these officers.