

Lexington Bands

2017-2018 Policies and Procedures



“The Pride of Lexington”

David Craig, Director
Eric Barnes, Assistant Director

dcraig@lexington.k12.ok.us
ebarnes@lexington.k12.ok.us

Band Room 405-527-7236 ext. 232

The Goals of the Lexington Band Program

1. Adherence to the primary Lexington Band ideals of discipline, mutual respect, and dedication.
2. Increased musical development in:
 - a. tone
 - b. intonation
 - c. appreciation of all kinds of music and musical styles
 - d. technique and musicality
3. Support of school and community activities through performances at athletic and school events and presentation of concerts and musical programs.
4. Development of school and community pride by representing Lexington at musical contests.

Hints for a Successful Band

1. Give 100% of yourself 100% of the time.
2. Attend all rehearsals and performances.
3. Have all necessary equipment and materials.
4. Be courteous to all band members. Treat others as you would like to be treated.

A. Band Rules

1. Students are expected to be courteous and respectful, and to follow all Lexington Public School rules as defined by the administrators.
2. Each band student must have their instrument, music, binder, pencil, and all supplies each day.
3. Unruly behavior, problems with a substitute teacher or band staff, or use of physical force are not allowed. Misbehavior will result in disciplinary action such as in-school detention, after-school detention in the band room, or a referral to the principal.
4. “Doodling” is not allowed! Only play your instrument at the appropriate times and in the appropriate areas.
5. No food, gum, candy, or drinks in the band room. Bottled water is an exception.

6. Any student who is assigned In-School Detention (ISD) for more than one day in any given week MAY be held back from participating in any band events during that week. If a student is assigned to ISD on the day of a band event, the student WILL NOT be allowed to participate in that event. If a student is assigned to ISD more than five times during a semester, they may be asked not to enroll in band for the following semester.

B. Classroom Procedures

1. **BEFORE SCHOOL:** During marching band season, the band room will open at 6:40 a.m. for high school band students. For junior high students the band room will open at 7:55 a.m. Outside of marching season, the band room will open at 7:30 a.m. This allows time for students to put away their instruments and music, and to turn in money or forms.
2. **DURING SCHOOL:** Storage space is provided for all instruments and music. Please only put your music binder and music books in your music slot. These items should not be stored with your instrument.
3. Throughout the year, sectionals may be scheduled in preparation for an upcoming performance. If possible, notice will be given at least a week in advance of these times.
4. If the band room is open, students may come in for practice and help, or to turn in paperwork or money. These are the only reasons a student should be in the band room before school. The band room is not available as a place to socialize before school.
5. Band members are the only students allowed in the band room unless they have my permission to be here. There are too many expensive objects in here to have people around who don't know how or don't care how to take care of them.
6. School-owned instruments are available for students with families requiring financial assistance. Parents can contact Mr. Craig directly to inquire about using a school-owned instrument. If an instrument is lost or damaged while in the care of a student, the family will be held responsible for the replacement costs of the instrument. Although the majority of percussion instruments are provided through the school, the same damage clauses apply to percussionists.

C. Attendance and Tardiness

1. Punctuality and attendance are important. If you are not early, you are late!

2. A student will be counted tardy if they are not in their assigned seat or on the marching field with their instrument and music at the time roll is taken. School policies for attendance and tardiness will be observed.
3. Students involved in marching band will be allowed three unexcused absences during marching season. Any more than three absences could impact the student's eligibility to perform with the band.
4. Students kept after class by another teacher **MUST** have a written note from that teacher to avoid a tardy.
5. Band students must attend all required band events. Grades are given for extra rehearsals and performances.
6. Excused absences are given only in the event of an illness where the student has missed school, a family emergency, or a conflict with another graded school event.
7. As the work you miss in band is difficult to make up, please schedule dentist and doctor appointments around band rehearsals if at all possible. Please do not schedule any dental/orthodontic work the week before a concert or contest. Students often must adjust embouchures and endure pain. We want our students at their best and to feel successful. Please schedule appointments **AFTER** concerts and contests.

D. Transportation Policies and Rules

1. High school band students must have a "Trip Release Form" on file in advance of any one-day band trip. In the case of multiple day trips, a special trip form will be sent home for parents to sign. All students must also have a "Medical Release Form" on file. All information in these release forms will be kept strictly confidential.
2. All students will ride the bus to and from band activities. A student may be "checked-out" to ride HOME with his/her parent or guardian only with prior notification and a written note signed by the parent or guardian.
3. While riding the bus, the following rules are in effect:
 - a. No screaming, loud talking or other disruptive sounds will be tolerated.
 - b. Students will sit in assigned seats. You are expected to sit with both feet on the floor facing forward for the duration of the trip.
 - c. No body parts, trash, or other items will be allowed outside the bus windows.

- d. Video games, mp3 players, and other electronics will be allowed only if the student uses headphones and no sounds are heard by the director, sponsors, or driver. Students are responsible for their own possessions. If your device is lost, stolen, or damaged, you are responsible.
- e. Before loading the buses, all students will meet in the band building for roll call and announcements, and then load the bus in an orderly fashion.
- f. During School hours we will adhere to the district cell phone use policy on band trips. Inappropriate use of the cell phone will result in the student having their device taken away for the remainder of the trip.
- g. All percussion equipment (including sticks and mallets) will be packed and loaded by members of the percussion section. Each member of the section will be held responsible to personally ensure that all of their equipment has been loaded.
- h. P.D.A. or other inappropriate behavior will not be tolerated on buses. Any such behavior will be reported to the school administration, and the parents of those involved. The director, staff members, sponsors, and the driver have the right to change your seat at any time. Repeated problems with this will result in further disciplinary action.

E. Grading Policies

1. All grades are based on a simple point system. Grades can range from 50 points to 300 points. The higher the point value the higher the weight of the grade in the grade book.
2. Concerts, games, and other performances will count as three grades; one for appropriate dress, one for participation, and one for performance. This means that each performance is worth a total of 300 points.
3. In accordance with O.S.S.A.A. and Lexington School policy, students must maintain a 60% in ALL classes in order to be considered eligible to participate in any OSSAA sponsored event.
4. If a student is ineligible, the director will confer with the students' parents to determine if they should participate in extra-curricular activities with the band.
5. Students who are ineligible for any O.B.A. or O.S.S.A.A. contest may not be asked not to participate at miscellaneous band activities.
6. Students who fail band for a semester may be asked not to enroll in band the next school year.

7. Students in 6th, 7th, and 8th grade band will be responsible for “pass-off” assignments. These will be assigned at the beginning of each semester, and will cover music from the band book, and any independent music sources from which we are currently reading.

F. Financial Information

1. All band classes will participate in several trips each year. In order to help fund those trips, as well as other various needs for the band, each student will be asked to adhere to a fundraising “quota.” Students in band are asked to fund raise at least \$100.00 each year. If any student or their parents do not want to participate in the fundraisers, they may choose to collect donations for the student’s quota. The quota will not affect a student’s grades or status in the band. It is merely a goal to help make our band program more self-operating and less-dependent upon the school’s resources.
2. High School Band members will have the option to go on a spring trip. The cost of the trip will be added onto their fundraising quota.
3. All band money should be turned in to the directors only! Please have money in an envelope with the student’s name, amount, and what it is for written on the front. Envelopes are available. Checks will be accepted as well as money orders. If a check is returned from the bank, we will ask the student not to accept a check from that person again. If you turn in cash, please make sure it is the exact amount. We will not be able to make change for you.
4. T-Shirts will need to be purchased by each student. T-Shirts will be worn at most band functions unless the students are wearing Lexington Band uniforms. The T-Shirts will NOT be worn at the winter or spring concert. Adults may order shirts as well, but must pre-pay for their shirts.
5. If a family is having financial difficulty, please contact Mr. Craig to discuss payment arrangements. All contact of this nature will be kept strictly confidential.
6. Do not let money be the reason to not fully participate in band functions. The financial part is unfortunately necessary, but it is by far the least important aspect of a band program.
7. Students using school-owned instruments will be charged a \$50 per year cleaning fee. This fee can be added their fundraising quota and is due by the collection date of money for the last fundraiser of the year.

8. Percussion students in grades 7-12 will be charged a \$15 per year instrument fee, unless they are using all of their own sticks and mallets. This fee can be added their fundraising quota and is due by the collection date of money for the last fundraiser of the year. This fee will be applied toward the purchase of new sticks and instruments. 6th graders are exempt from this fee due to their requirement to purchase a bell kit and practice pad of their own.

G. Other Items

1. Students in 7th grade and above may audition for the C.O.D.A. All-Region Band in November. Audition music is provided by the school; however the cost is to the student. Students are expected to prepare individually for the auditions. Special tutoring days will be held during October, and will be announced as the dates approach. Private lessons are encouraged since the competition is quite difficult.
2. Students in 10th grade and above may audition for the Oklahoma All-State Band in November and December. Audition music is provided; however the cost is to the student. The student will be held to the preparation expectations outlined in the previous paragraph.
3. Other opportunities for regional and state honor bands might also be explored.
4. Information about private lesson teachers will be given upon request. The price will vary depending on the teacher, and it will be between the student and the private teacher to determine times and locations.
5. Students in 7th grade and above may also participate in Solo and Ensemble contests in the spring. 6th grade students may also participate pending the establishment of a contest site. More information will be given as the second semester approaches.

H. Letterman

1. Students in high school band (9th-12th grade) may be eligible to receive a letter in band for their activities and accomplishments. Letters will be awarded based upon a point system established by the directors.
2. Students may complete a “Letterman Point Application” and turn it in to the director once they feel they have satisfied one or more requirements for letterman points. The director will review the application and award points as fitting.
3. Points will be awarded for;

Perfect semester attendance	50 points
Perfect marching band attendance (early rehearsal, games, contests)	50 points
Attendance at early morning rehearsals	1 point per day
Auditioning for any regional honor band	15 points
Being selected for a regional honor band	30 points
Auditioning for any state honor band	20 points
Being selected for a state honor band	40 points
Any extra service to the band	.10 points per minute
Any extra service to the community	.10 points per minute
Performing a solo/ensemble for district contest	15 points per entry
Earning a “Superior” rating for district	30 points per entry
Performing a solo/ensemble for state contest	20 points per entry
Earning a “Superior” rating for state	40 points per entry
Attending a summer music camp	40 points per camp
Attending school band camp	5 points per day
Perfect attendance at school band camp	20 points
Meeting fundraising quota	40 points
Participating in the Leadership Team	40 points
4. Other point values will be assigned by the discretion of the director.
5. A student will be eligible to receive a letter for band once they have earned 300 points during a school year.

Band Handbook

To reduce printing costs, we have arranged for the band handbook to be added as a PDF link on the Lexington school website. Please visit “lexington.k12.ok.us” and search for band under the organizations tab on the left side of the page. You should find links to our schedules and the handbook. Once you have reviewed the handbook, please sign and return this page.

Student: (print) _____

Parent: (print) _____

Parent: (sign) _____

or

If you are unable to access the internet, you may request a paper copy of the handbook so that you may review it. If this is the case, please indicate below, then sign and return the last page of the handbook.

_____ Please provide a paper copy of the band handbook to my student so we may review it at home.