

WAYSIDE MIDDLE SCHOOL BAND HANDBOOK



2023-2024

TABLE OF CONTENTS

Welcome	3
A Note to Band Families	3
Contact Information	4
Conduct Expectations	5
Digital Citizenship	6
The WMS Band	7
Band Hall Hours	8
Safety	9
Care of Facilities	9
School-Owned Instruments	9
Instrument Storage Guidelines	10
Financial Obligations	11
Fundraising	12
Attendance Policies	12
Eligibility	13
Supplies	15
Grading Guidelines	15
Section Rehearsals (Sectionals)	17
Hearing Times	17
Private Lessons	17
Braces and Dental Work	18
Uniform Guidelines	18
Concerts and Performances	20
Concert Behavior Expectations	20
Performance Locations	21
UIL and Competitions	22
Travel Guidelines	22
Trip Criteria	23
Student Leadership	24
All-District and All-Region Band Guidelines	25
Solo and Ensemble	26
Parent Volunteer Opportunities	26
Beginning of Year Forms	27

WELCOME

Welcome to the Wayside Middle School Band Program! Thank you for making the Wildcat Band an important part of your student's education. The WMS Band has a long and storied history of excellence that we are excited to welcome you to. Your student's participation in our band program will lead to growth in immeasurable ways.

The purpose of this handbook is to inform you of the goals, rules, policies, and responsibilities that lead to a successful band program. All the items listed here are necessary for a smooth and successful year. These fair but firm regulations act as a means of clarification for students, parents, and staff. We believe that all rules are put in place for two reasons—safety and efficiency, both of which are important in a band hall! **Both students and parents should take time to thoroughly read and discuss the contents of this handbook.** Upon completion, the forms distributed to your student during the first week of school should be signed and returned to the band hall, indicating that you and your student understand the guidelines and expectations for the year.

***PLEASE NOTE that band is a full-year course and that students are expected to commit for the full academic year.

The Wayside Wildcat Band has a proud history of success, including numerous Superior Ratings in the UIL Concert and Sightreading Competition, Superior Ratings at additional festivals and competitions, outstanding concerts, and a reputation for producing outstanding musicians. The WMS Band was a state finalist in the 1998 TMEA State Honor Band Contest. Many of our students earn chairs in the All-District and All-Region Bands in addition to earning Superior Ratings at our annual Solo and Ensemble Contest. The lessons and skills that our students learn here will stay with them for life, especially for those who continue their music education as members of the Boswell Band of Gold or the Eagle Mountain High School Band.

A NOTE TO BAND FAMILIES

Thank you for sharing your students with us this year! The WMS Band Staff believes that parent/guardian involvement and interest in student musical growth is the single most important factor in your student's total music education. When parents and guardians are actively involved in their student's musical endeavors, their chances for success are exponentially greater than the student whose parents show no interest at all. Your student will learn far more in the band hall than how to beat a drum or play a saxophone—they will learn and develop responsibility, determination, self-discipline, grit, collaborative and social skills, leadership, time management, and critical thinking. All these skills are applicable both inside and outside the band hall. Our goal is to help each student grow. We want to work with you as a team to be successful.

There are several ways you can help support your student during their time in the Wildcat Band. You can show your support by attending professional, community, or civic musical performances with your student such as local symphony orchestras, community bands, or high school band

performances. Encouraging students to listen to high-quality recordings can inspire young musicians, as well. Ask your student what they learned in band class that day and ask them to play for you! You do not need any prior musical experience to effectively support your student's development. As much as possible, provide the equipment and accessories that are needed. You are not only investing in your student's music education but in their overall education and learning. Help them find or create a productive space in which to practice. Praise your student when they practice regularly and offer positive reinforcement when they don't.

As with learning any new skill, please remember that it will take time for new musicians to master the many challenging aspects of performing on an instrument. Try to avoid negative comments and help us remind your student that mistakes are part of the learning process. By offering your approval and encouragement, you will help your student progress at a faster pace.

Parents and guardians are the most important figures in a student's musical growth. Thank you in advance for supporting your student through our band program. When we work together, we can make your student's musical experience at Wayside a GREAT success!

CONTACT INFORMATION

The directors encourage positive communication and are willing to discuss any aspect of your student's progress in band with their parents. The best and fastest way to communicate with the band directors is through email. Please understand that our communication to you, our band families, is a very high priority. We want to address any concerns and make every situation the best possible for each student. If you ever have questions or need clarifications, please reach out to a band director!

Due to sectionals and student help sessions, it is often difficult to reach us before or after school. If we are working with students, please understand that they are always our top priority and deserve our full attention and dedication. Our conference period is from 12:16-1:09pm daily. The band directors will do our best to answer emails promptly but appreciate your patience as we have over 270 students enrolled this year.

Our primary means of communication will be through Skyward messages and our school owned Remind101 messaging system. At the start of the school year, please check and make sure that the email and phone number listed in your student's Skyward profile is correct! All itineraries, rehearsal reminders, fundraiser details, and other important band information will be sent out through email. Parents and guardians are encouraged to use email to ask questions about upcoming events.

Dr. Benjamin Shaffer, Director of Bands
bshaffer@ems-isd.net
 (817) 232-0541

Taylor Ely, Assistant Director
tely@ems-isd.net
 (817) 232-0541

Stuart Spoon, Percussion Director

sspoon@ems-isd.net

NOTE: Since Mr. Spoon's time is split between Boswell, Creekview, and Wayside, email is the best way to reach him.

CONDUCT EXPECTATIONS

Band students are always expected to demonstrate excellent behavior and conduct, whether they are inside the band hall or attending their other classes. These expectations apply to standard band class and to all out-of-school band events, including competitions, concerts, and trips. Band members will follow all procedures established in the EMS-ISD Student Handbook and Code of Conduct in addition to any rules set by the Wayside Middle School Band Directors, Administration, and staff. Failure to follow instructions, demonstrate respect, or show common courtesy towards others will result in appropriate disciplinary actions.

The following expectations are required in the WMS Band Hall:

- Behavior that is not representative of good citizenship may result in the student's dismissal from the activity at hand or the band program.
- Individual behavior during a group function (trip, contest, etc.) reflects the whole group.
- Students will follow directors' instructions.
- Students are expected to be in their designated rehearsal area with all necessary materials at the beginning of class.
- Students will not use or play on equipment that they do not own without permission from a director. Please note that this includes other students' instruments and school-owned percussion instruments.
- Students are expected to respect the property of others, including district property and facilities.
- Students will utilize our WMS Band hand signs (taught on the first day of school) to ask permission to speak or ask a question during class. Our time together as a band is limited so it is important that rehearsals run as quickly and efficiently as possible.
- If there is a rehearsal before or after school in the band hall, students will not interrupt said rehearsal.
- Students will respect the property of others and return their instruments to their designated storage space when not in use. The designated storage space should be kept clean and organized.
- Students will not deface, mark on, or write on music stands, chairs, walls, etc.
- Students will not write on the dry-erase boards in the band hall without director permission.
- Students will not use profanity, vulgar language, or make obscene gestures.
- Students will not engage in any public displays of affection.
- Students will not interfere with the teaching or learning occurring during class.
- Students are expected to keep their hands, feet, and other objects to themselves.

Consequences for inappropriate behavior will be determined by the severity of the student's actions. Parents will be notified of repeated concerns within the classroom or if the concern is not easily or quickly resolved. Consequences may include:

- Writing assignments
- Lunch Detention
- Office Referral
- After-School Detention
- Required attendance in SAC (in-school suspension or ISS)
- Band demotion

Continuous violation of band hall rules will result in removal from the program. *Once a student is removed from the Wayside Band, they will not be allowed to re-enroll for the duration of their time at our campus.*

As stated in the EMS-ISD Student Handbook, sponsors (directors) of performing groups are allowed to establish stricter standards of behavior than those for the general student body. While these rules may seem very direct and firm, we believe that everything stated in the handbook is for the good of our students, facilities, equipment, and overall program.

DIGITAL CITIZENSHIP

Wayside Band students are also expected to maintain a high standard of conduct online. All communication on the internet is considered public domain, including social media posts that are marked as 'private'. WMS Band members are expected to show respect and demonstrate good sportsmanship in their interactions with other bands, whether that be through inter-personal means or over the internet. Students are expected to follow all technology resource guidelines provided by the district and by our campus. Please note that the following rules concerning student technology are in place:

- All phones should be powered off and are expected to remain in student backpacks or bags during instructional hours.
- Students will not make video recordings or take pictures in the band hall.
- Students should not use smartwatches to text during the school day.
- If a student needs to contact a parent during the school day, they can use the director's school phone at the end of their class period.
- Since Wayside does not allow student cell phone use during school hours (8:20-3:40), students should not have their devices on their stands or in their cases during rehearsal.
- Students are allowed to use phones while on trips with director permission.

THE WMS BANDS

The following terms and abbreviations can be found throughout the rest of the band handbook.

Beginner Band (BB): Students in Beginner Band are brand-new to playing a band instrument. No prior musical experience is required to join Beginner Band! All Beginner Band classes are split into like-instrument classes that meet once a day. These students focus on developing appropriate instrumental techniques, teamwork, and personal responsibility. Beginner Band members have infrequent after-school and weekend commitments.

* Current seventh and eighth graders already enrolled at Wayside may join the Beginner Band upon director approval.

Advanced Bands: This is an umbrella term that refers to all seventh and eighth grade students enrolled in Concert Band, Symphonic Band, or Honor Band. All Advanced Band students have at least one year of band experience and can read music. Advanced Band students are required to maintain passing grades in all classes year-round, display excellent behavior at all times, and participate in all performances throughout the year.

Concert Band (CB): The Concert Band is primarily composed of seventh graders. Selection into this group is by audition, director consideration, and observation throughout the previous academic year. Students in this ensemble may participate in the UIL Concert and Sightreading Contest and will play at pep rallies throughout the year. Additional participation in All-District Band Auditions and Solo and Ensemble is optional but encouraged. Concert Band is designated as the 'Sub Non-Varsity' band for all competitions.

Symphonic Band (SB): The Symphonic Band is composed of a mix of seventh and eighth graders. Selection into this group is by audition, director consideration, and observation throughout the previous academic year. Members in this ensemble will participate in the UIL Concert and Sightreading Contest in addition to Wayside's annual Winter and Spring Concerts. Participation in additional recording projects will be determined the directors. **Symphonic Band members have one section rehearsal (sectional) scheduled before or after school each week. These rehearsals are MANDATORY for Symphonic Band members.** Symphonic Band students are highly encouraged to participate in the All-District and All-Region Band auditions, Solo and Ensemble, and are also able to play in all pep rallies. Symphonic Band is designated as the 'Non-Varsity' band for all competitions.

Honor Band (HB): The Honor Band is the most advanced performing ensemble in the WMS Band. This band is primarily composed of eighth graders. Selection into this group is by audition, director consideration, and observation throughout the previous academic year. Members in this ensemble will participate in all Wayside Concerts, the UIL Concert and Sightreading Contest, All-District and All-Region Band Auditions, Solo and Ensemble Contest, other recording projects and

contests as determined by the directors, the TMEA Honor Band Contest (odd years), and more.

Honor Band members have one section rehearsal (sectional) scheduled before or after school each week. These rehearsals are MANDATORY for Honor Band members. Honor Band gives several additional performances throughout the year and will be designated as the 'Varsity' band for all competitions.

Students that move into the Wayside Band program will be placed in the ensemble (7/8th grade) that best reflects their current musical skill set. Sixth graders will be placed in the class period that matches their instrument.

Yearly placement in each band and occasional changes at the semester mark are based on the following criteria:

- Instrumentation needs and limitations
- Eligibility Status and Academic Scholarship
- Musicianship—overall performance and consistent progress throughout the entire year
- Attendance at all band functions
- Class Conduct—attitude and behavior
- Audition

Since our band is a team, and missing parts and instrument imbalances affect the whole group, participation in the WMS Band is at least a one-year commitment.

BAND HALL HOURS

The band hall opens between 7:00-7:15am each morning to allow students with morning section rehearsals or private lessons enough time to arrive and set up. Advanced Band students that do not have morning section rehearsals can come to the band hall for morning practice. Morning practice hours begin at 7:45am and conclude at 8:10am. If there are two sectionals happening simultaneously (i.e. Symphonic Band clarinets and Honor Band trombones) in the morning, there will be no morning practice due to space constraints.

Beginner Band students are not permitted to join morning practice in the band hall until they have been in the Wayside Band for at least a year. All Beginner Band students need to come to the band hall in the morning to drop off their instrument and band binder in their band locker and return promptly to the sixth grade hallway until they are dismissed to their first period class. Students who loiter in the fine arts hallway or do not return to their assigned morning area will be subject to disciplinary action.

After school section rehearsals will run from 3:50-4:35pm. Students attending these rehearsals may leave out of Door 17 once their rehearsal is complete. Please note that the front office will close before sectionals conclude, so planning transportation in advance is highly encouraged.

On days where no sectionals are held, the band hall will be open from 7:30am-4:00pm. All students are encouraged to leave the building through Door 17 and report to their pick-up location or bus after picking up their instrument and band binder for daily practice. It is important that students go home promptly when the band hall closes for the day.

SAFETY

Due to the extensive presence of expensive musical equipment throughout our rooms, the only students allowed in the band hall before, during, and after the school day are students currently enrolled in the WMS Band. All friends and siblings of band members need to wait outside the band hall while band students deposit or collect their instruments. Non-Band Persons (NBPs) are not allowed in the band hall for any reason without express permission from the directors.

CARE OF FACILITIES

When you join the Wayside Band, you become part of a long-standing family that has passed through our band hall doors. Keeping our facilities clean and organized will help us preserve our space for the years to come. Please keep the following rules in mind:

- No gum, candy, food, or drinks other than water are allowed in the band hall except when given express permission from the directors.
- All trash should be placed in the trash cans provided.
- No students are allowed in the Library/Copy Room without director permission.
- The copy machine is off-limits to everyone except the band directors, private lesson teachers, and the student assistants.
- Running, throwing objects (balls, books, paper, etc.), horseplay, theft, tampering with other students' or teachers' equipment, and foul language are not appropriate in the Fine Arts Hall. Students participating in these activities are subject to disciplinary action.
- Any intentional act of vandalism or purposeful destruction of school property will not be tolerated. All band students are encouraged to help the directors monitor the room and control vandalism, which includes writing on or carving into walls, destroying music, or destroying school property.
- Students are expected to remain quiet (using restaurant voices) upon entering the band hall. We have a job to do!

SCHOOL-OWNED INSTRUMENTS

EMS-ISD provides instruments for students who play the following: oboe, bassoon, bass clarinet (7/8th grade only), tenor saxophone (7/8th grade only), baritone saxophone (7/8th grade only),

French horn, euphonium, and tuba. Some percussion equipment (five-octave marimba, bass drum, snare drum, vibraphones, xylophones, etc.) is provided, as well. *The district provides these instruments for student use due to extensive costs; it is imperative that all school-owned instruments are treated with the utmost care and respect.* Additional instruments (flute, clarinet, alto saxophone, trumpet, and trombone) can be provided for students in need on a case-by-case basis. Students who fail to take care of their school-owned instrument may lose the privilege of using school equipment. The following is a general procedure list for these instruments:

- Before students are allowed to take their school-owned instrument home, both the student and their parent/guardian must sign and return an Instrument Usage Contract (IUC) and pay the annual \$100 usage fee. If the fee cannot be paid in full, an installment schedule can be created. If an installment schedule is necessary, the student may take the instrument home after the first installment is paid.
- School-owned instruments should not be taken outside of the United States.
- Students who play a larger instrument (baritone saxophone or tuba) will be assigned a home instrument and a school instrument as inventory allows. This will allow students to maintain practice time while not creating extra transportation trouble.
- EMS-ISD does not provide insurance for school-owned instruments.
- Students who play school-owned instruments should not swap school-owned instruments with another student who plays their same instrument.
- Students will be held responsible for damage caused to school-owned-instruments issued to them.
- The band member is financially responsible for all equipment checked out to them during the duration of the school year.
- All school-owned instruments will be in good playing condition when given to students. Students are expected to keep their instruments in good shape.
- All equipment must be kept in its assigned storage location when not in use.

IMPORTANT NOTE: School-owned instruments should not be treated as ‘free’ instruments. Some of these instruments were donated to our program by community members. Basic supplies such as mouthpieces and reeds should still be purchased, and repairs must still be made. The band directors ask that you treat these instruments as if they were your own. Most school-owned instruments exceed \$1,500 in value, with some exceeding \$6,000. Please note that students will be held financially responsible by both their campus and the district for damage or complete destruction of a school-owned instrument.

INSTRUMENT STORAGE GUIDELINES

Each student will be assigned an instrument storage locker or cubby in the band hall. The storage locker or cubby should be used for band equipment only. School books, athletic equipment or clothing, cleats or shoes, personal hygiene items, and or food should not be kept in storage lockers. Instruments need to be kept in their cases when not in use; the cases should always be stored in a student’s assigned storage space. Students should not carry their instrument through the school to

their classes due to space constraints outside of the Fine Arts Hall. Students who receive early dismissal for any reason may come to the band hall and pick up their instrument before departing from campus. If an instrument is in need of repair, students must inform a director before placing it in the designated repair location.

Due to space constraints, some students may be asked to share a locker or cubby. Students are normally allowed to pick their locker-mates. The directors keep record of locker assignments throughout the year in case of an emergency.

All instruments, school-owned or student-provided, MUST have a name tag. This is for the safety of your student's instrument. Your student may bring their own name tag or luggage tag, if desired. The band directors traditionally use duct tape as name tags for students who do not provide their own.

Please note that consistent and regular home practice is the fastest way to find success as a member of the Wayside Band program. Instruments go home at the end of every school day and over each weekend. Beginner Band students will start to take their instruments home as soon as a band director instructs them to do so.

Students are not allowed to leave their instrument unattended at any time. There will be consequences if an unattended instrument is found by a teacher, coach, band parent, band student, or non-band-student and returned to the band hall.

FINANCIAL OBLIGATIONS

Please note that annual band fees are collected from every member of the program to help defray operating costs. The money collected is used to purchase necessary supplies such as binders, sheet music, pencils, replacement parts for instruments, repair for school-owned instruments, and more for our students. Money is also used for contest entry fees, recording sessions, and transportation costs not covered by EMS-ISD. Our annual band fees also go towards hiring expert teaching staff and help us offer your students a wide variety of musical and social experiences.

Fees are collected at the beginning of the school year or, in the case of students who move in, at the beginning of a student's time at Wayside. Band fees are traditionally due on the first Monday of October and may be paid in full or in installments.

We traditionally complete one to two fundraisers a year (more information can be found in the FUNDRAISER section below). These fundraisers are critical to our program's success. All students are encouraged to participate however they can.

Due to strenuous economic circumstances, the band staff understands that some families may not be able to pay our annual band fee or rent an instrument from our preferred music store. We believe that finances should never prevent a student's participation in band. If you are in need of financial

assistance at any point throughout the year, please email Dr. Shaffer at bshaffer@ems-isd.net to discuss your concern.

FUNDRAISING

We have two fundraisers during each school year—one during the fall semester and one during the spring semester. Participation is highly encouraged but not recommended. Due to budget limitations, all fundraisers are a necessity that allows us to provide the best experience possible for your students. If the money is not fundraised, we will not be able to continue to provide the same level of musical opportunities for your students. All funds raised through our annual fundraisers will go towards the following things:

- The Wildcat Band's Private Lesson Scholarship Program
- Purchasing band binders, pencils, valve oil, and other necessary materials
- Purchasing new sheet music as necessary throughout the school year
- School-owned instrument repair
- Covering contest entry fees for UIL, All-District, and All-Region Band
- Paying clinicians (expert retired or active teachers) to work with your students
- Recording sessions
- And more!

All fundraiser profit belongs to WMS and EMS-ISD. If a student leaves the WMS Band program for any reason, all money will remain in the band's general activities account. Students are not able to fundraise for anyone other than themselves.

Financial or instrument donations are accepted to assist the program. Donations can cover band fees or the school-owned instrument rental fee for students in need. For more information, please email Dr. Shaffer at bshaffer@ems-isd.net.

ATTENDANCE POLICIES

To maintain the quality of our band, individual attendance is imperative. The WMS Band follows all EMS-ISD attendance guidelines, with a few additional rules found below:

Excused Absences: Absences occurring during instructional hours will follow district policy. The evaluation of absences for activities happening outside of instructional hours (sectionals, concerts, other performances, etc.) are left to the discretion of the band directors. Our yearly calendar is distributed during the first week of school and our sectionals schedule will be finalized by the end of the second week of school. Please schedule doctor's appointments and tutorials around these events, as it is often difficult to find sectional times that work for all students in a section or to secure auditorium spaces for concerts. We also understand that unexpected events, such as continuing illness, injuries, death in the family, or other emergencies may impact a student's attendance. The

band directors want to work with you to prioritize your student's health and well-being—please let us know if any of these things happen during the duration of your student's time in the WMS Band. If your student must miss a required band event, please notify their director by email.

Unexcused Absence: If a student does not attend a required band event, they will receive a zero in the gradebook. These can be either major or minor grades. Rehearsals, concerts, contests, and competitions cannot be made up. Students who do not attend a sectional rehearsal may be required to schedule a make-up time with their director within one week. Please note that lack of transportation will not be considered an unexcused absence. Band parent carpools are a great transportation option.

Concerts and Performances: These events are the heartbeat of your student's experience in the Wayside Band! Please note that attendance at all major performances is mandatory and taken for a grade. Any changes to dates, locations, or times from the original calendar will be distributed as far in advance as possible. All concerts have three parts: the warm-up, the performance, and the listening. Concerts will end after the last ensemble's performance is complete and students are dismissed by a band director. If a concert requires a student to miss class during the school day, students are responsible for making up any work missed.

Director's Note: Students absent from school for any reason or students who are in an alternative disciplinary placement (in-school suspension, out-of-school suspension, or ADC) on the day of an event may not participate.

Conflicts with other school functions should be avoided whenever possible. **However, we do understand that students are often involved in more than one extra-curricular. In fact, we encourage it!** We encourage students to take part in all school-sponsored activities such as athletics, cheerleading, choir, UIL Academics, after-school clubs, field trips, etc. We also expect band members to demonstrate dedication and loyalty to the band program, as each member is vitally important to the program's success. Students that are involved in more than one extra-curricular activity (i.e. band and athletics, band and choir, band and Academic UIL, etc.) are expected to communicate their commitments to both the directors and the sponsors of their other activity. If a student's sectional time conflicts with a school athletics practice, we encourage you to attend sectionals for the one day it is scheduled and athletic practice for the other days that occurs. If you have a band concert scheduled against an athletics practice, you go to the band concert! If you have a game scheduled against a sectional rehearsal, you go to the game.

ELIGIBILITY

All EMS-ISD Bands are required to follow eligibility regulations as established by the Texas Education Agency (TEA) and the University Interscholastic League (UIL). Some band activities are designated 'extra-curricular', such as our performances at the EMS-ISD Band Expo, our end-of-year reward trips, and more. Due to the extra-curricular nature of these events, students will be held to the state eligibility requirements. These rules are the same as the requirements for choir, athletics,

UIL competitions, etc. from middle school through high school.

If a student fails at least one class with an average below 70, they are suspended from extra-curricular activities for the duration of the next grading period. Students can regain eligibility if they pass ALL their classes at the Progress Report for the next grading period and will be considered eligible again a week after the Progress Report is posted. This policy is commonly referred to as the “No Pass, No Play” rule.

Please note that activities that are considered curricular components of any course (like the Winter Concert, Solo and Ensemble Contest, UIL Concert and Sightreading Contest, the Beginner Band Festival, and the Spring Concert) are exempt from the “No Pass, No Play” policy. Any performance that is competitive in nature or for which admission is charged is deemed extra-curricular. This includes our annual All-District and All-Region Band Concerts, the Band Expo, and more.

Please see the sample report card below as a guide on eligibility:

STUDENT: JANE DOE

First Six Weeks Report Card

Girl's Athletics 7	98
Symphonic Band	90
ELAR 7A	78
ELAR 7B	78
Science 7	84
Advanced Math 7	60
Advisory 7	97
Advanced Texas History 7	92

Since Jane did not pass her Advanced Math 7 class for the first six weeks, she would be considered ‘ineligible’ for the duration of the 2nd Six Weeks. Jane would not be able to perform at the EMS-ISD Band Expo unless she passed all classes at the next Progress Report, since that event charges admission.

STUDENT: JANE DOE

Second Six Weeks Progress Report

Girl's Athletics 7	95
Symphonic Band	92
ELAR 7A	84
ELAR 7B	84
Science 7	90
Advanced Math 7	73
Advisory 7	100
Advanced Texas History 7	86

Since Jane raised her Advanced Math 7 grade over 70%, she regained eligibility and would be

allowed to perform at the Band Expo.

If you have questions or concerns about your student's eligibility throughout the school year, please email a band director.

SUPPLIES

Students are required to bring the following supplies to class every day:

- Assigned instrument with all maintenance supplies (sticks/mallets, mouthpiece, reeds, slide grease, valve oil, cleaning swabs, etc.)
- Band binder with all necessary music
- Tuner and Pick-Up Clip (Honor and Symphonic Band Only)
- Pencil bag with pencils
- Other equipment as needed

For home practice, we recommend that students have the following items available:

- Chair without arms or wheels
- A music stand. Inexpensive music stands can be found at local music stores or online!
- A tuner and metronome—there are several free apps that serve both these purposes.

GRADING GUIDELINES

Much like how your students' science, ELAR, math, and history courses are guided by the Texas Essential Knowledge and Skills (TEKS) standards that address the academic skills needed for successful course completion, your students also have music TEKS that are addressed throughout the school year. All grades given within the band hall are designed around evaluating student progress, performance, and musical citizenship. Your student's mastery level of these objectives assists us in determining a grade for each six weeks.

All students are expected to meet the responsibilities for each class as assigned by their band director. Since band is an academic music class with some extra-curricular elements, your student's grade will reflect achievement in both of those areas. Our gradebooks contain two different types of assignments: Major Grades (worth 60% of your student's average) and Minor Grades (worth 40% of your student's average). A breakdown of the types of assignments given can be found below:

Major Grades:

- Playing Tests/Hearing Times: all students in grades 6-8 are expected to complete occasional playing tests. These will be over fundamental skills (Beginner Band) or over short excerpts of

music (Beginner and Advanced Band). Playing test cuts will always be distributed as far in advance as possible and are never given as punishment or as a surprise.

- Concert and Contest Attendance: as stated above, these are the heartbeat of your student's participation in the band program. Please note that behavior during these events is considered as part of your student's overall grade.
- Additional assignments as necessary: some locker checks before extended breaks like Thanksgiving Break, Winter Break, and Spring Break will be considered major grades.

Minor Grades:

- Supply Checks: Students are expected to have all their required supplies for class each day. A supply check may be as simple as a pencil check or may include all of your student's supplies for the day.
- Locker Checks: Students are expected to take their instruments and band binder home over long weekends and extended breaks. Students will receive a 100 on their locker check if they take both their instrument and binder home, a 70 if they take only their instrument home, and a 0 if they leave everything in their locker. Minor Grades for locker checks may take place before three or four-day weekends.
- Practice Records: this assignment is for Beginner Band students only and is a tool used to encourage consistent home practice and the development of time management skills. Practice Records are due at the beginning of each school week and must be signed by a parent or guardian.
 - The amount of time required for a 100 will increase as the year goes on.
 - Students receive 10 points off for each day the assignment is late.
- Performance Participation: This is a weekly grade that encompasses student preparedness and participation in class. Points will be removed for each day that a student does not bring their instrument, band binder, or other required materials.
- Additional assignments as necessary: Some Beginner classes will have quizzes over the parts of their instruments, different fingering combinations, or over note names. These will be utilized as necessary as knowledge checks throughout the year.

In addition to their numerical grade for each grading period, students will also receive a Citizenship Grade for each grading period. This grade encompasses your student's behavior and contribution to the class as a whole. The WMS Band follows the same scale that the rest of your student's academic classes. The band directors use the items listed in the CONDUCT EXPECTATIONS section of the handbook to determine your student's Citizenship Grade. As a campus policy, the band directors generally do not assign students an N or U without making parent contact first.

S: Satisfactory—this means that your student is following band hall rules and regulations.

N: Needs Improvement—this means that your student has needed consistent redirection for their behavior through the course of the six weeks.

U: Unacceptable—this means that your student has needed consistent and significant redirection for their behavior through the course of the six weeks. Students who receive more than one U through the duration of the school year may be removed from the band program.

SECTION REHEARSALS (SECTIONALS)

Honor and Symphonic Band members will have at least one weekly mandatory section rehearsal with their band's section. Students are expected to come prepared and arrive on time. Absences from these rehearsals will be addressed through our previously stated attendance policy. These rehearsals are extensions of the classroom and are imperative to student and full-band success. Section rehearsal schedules will be finalized by the second week of each semester and will be distributed through Skyward and Remind101. **Please be aware of your students' assigned sectional date and time and make every effort to attend. Please do your best to avoid scheduling dentist, doctor, or any other appointments during your student's sectionals. Students who routinely miss these rehearsals will quickly fall behind the rest of the group.**

Students are expected to treat sectionals just like class rehearsal. Students who arrive unprepared or prevent instruction during sectionals may be dismissed from the rehearsal.

Unexcused absences from sectionals will result in student and parent notification. Multiple unexcused absences may result in removal from parts of competition pieces and will be taken into consideration for band placement for the next school year.

HEARING TIMES

In addition to sectional rehearsals, students in Honor Band and Symphonic Band may be required to complete a weekly hearing time. This will allow for testing outside of class or sectional time and will allow a director, private lesson teacher, or clinician to provide your student with individualized feedback and provide a window of one-on-one instruction.

Once the sectional schedule is established, the hearing time schedule will be distributed through Skyward and Remind101. Students will always receive their playing assignments the week before their hearing time. We generally allot one day for woodwind students and one day for brass students each week.

PRIVATE LESSONS

All EMS-ISD band students have the opportunity to take part in our district Private Lesson program. Enrolled students will work one-on-one with professional musicians who regularly perform in the DFW Metroplex. Our private lessons teachers hold multiple college degrees in performance on their instruments and are expert teachers. Lessons are incredibly valuable for your student, as it allows them to engage with personalized curriculum designed to help them succeed. All teachers are background-checked by the district at the start of each school year.

The district-established rate is \$21 per lesson. Lesson teachers are able to schedule your student before school, after school, during class, and sometimes during your student's Advisory period. Please note that in-class times are first-come, first-serve. If your Honor or Symphonic Band student needs to take before or after school, every effort will be made to avoid scheduling during your student's sectional time.

All students are **STRONGLY** encouraged to take advantage of this program! If your student would like to take lessons and is in need of financial assistance, please email Dr. Shaffer at bshaffer@ems-isd.net for more information about our Private Lesson Scholarship Program.

BRACES AND DENTAL WORK

While this may seem like a strange thing to keep in mind, we ask that you thoughtfully consider your student's band schedule when making decisions about orthodontics, braces, and other oral procedures. While it is possible to play all our instruments with braces and pallet expanders, there is normally a two to three-week adjustment period where your student must relearn how to play their instrument with the additional equipment present in their mouth. If this recovery period overlaps with a pre-scheduled concert or contest, it can have a significant impact on your student's contribution to the performance. Other oral procedures have lengthy recovery times where your student will be unable to play their instrument for an extended period. Please contact a band director in advance so we can best help your student through the adjustment period!

With the exception of All-District Band Auditions (mid-October, 7/8th Only), All-Region Band Auditions (mid-November, 7/8th Only), and the Winter Concert (December), the vast majority of our performances happen in the spring semester. **We encourage you to pursue dental procedures during the summer or over winter break.**

UNIFORM GUIDELINES

Please note that all students are required to adhere to our uniform guidelines. It is important that we all look the same during performances.

HONOR BAND, SYMPHONIC BAND, AND CONCERT BAND (FORMAL CONCERTS)

- Black long-sleeved dress shirt (arms covered)
- Black dress pants (no sweatpants, jeans, athletic pants, or leggings allowed)
- Black belt (only if necessary, no designs, prints, or overlarge buckles)
- Long black socks or hose (no logos, stripes, or prints allowed)
- Black dress shoes (no Crocs or slides)
 - Ladies: Dressy black sandals are allowed, but flip flops should be avoided. Boots and heeled shoes are allowed but we ask that the heel be a reasonable height as to allow

students to walk and move comfortably. Whatever shoe you choose should be all black with no additional colors.

- Gentlemen: We prefer leather or imitation leather dress shoes but understand that your students sometimes grow out of two to three pairs of shoes per year. Affordable dress shoes that meet our uniform guidelines can be found at Walmart. Whatever shoe you choose should be all black with no additional colors on the soles or sides.

If your student would like to wear jewelry (earrings, necklaces, bracelets, rings, etc.), it needs to be discreet and not cover any part of the concert dress.

Hair accessories should not be distracting from the uniform or performance. Please note that hair should not cover the eyes, as student eye contact with the director is an important part of each performance.

HONOR BAND, SYMPHONIC BAND, AND CONCERT BAND (PEP RALLIES)

- Current year's WMS Band T-shirt
- Blue jeans (no holes)
 - For uniformity's sake, please do not wear black, grey, white, or any other color of jeans to a WMS Band event where we need to be in uniform.
 - Sweatpants, athletic pants, or leggings are not permitted concert attire.
- Closed-toe shoes (no Crocs, slides, or flip-flops please)
- Optional: fun socks

BEGINNER BAND (ALL PERFORMANCES)

- Current year's WMS Band T-shirt
- Blue jeans (no holes)
 - For uniformity's sake, please do not wear black, grey, white, or any other color of jeans to a WMS Band concert.
 - Sweatpants, athletic pants, or leggings are not permitted concert attire.
- Closed-toe shoes (no Crocs, slides, or flip-flops please)
- Optional: fun socks

Please note that students that participate in our district's annual SOLO AND ENSEMBLE CONTEST in February are asked to dress up. We recommend the following options:

- Collared shirt or nice dress shirt
- Dress pants or khakis
- Dress, blouse and skirt, or blouse and dress pants
- Dress shoes

Please note that Solo and Ensemble is a district event and student attire should follow the EMS-ISD Dress Code.

CONCERTS AND PERFORMANCES

As stated above, concerts and performances are the heartbeat of your student's time in the Wayside Band program. Beginner Band and Advanced Band students have several scheduled performances throughout the year. If the schedule changes, new information will be sent out through Skyward and through Remind101. All report times and locations will be distributed well in advance of each event.

- Concerts have three parts: warm-up, performance, and listening.
- Your student's concert begins with their warm-up. **Your student must be on time!** The concert concludes when the last ensemble's performance is complete, and a director dismisses students to go home.
- All concerts are a group effort. Attendance at all performances and concerts is mandatory.
- Students are expected to be punctual and prepared for each concert or performance.
- If a performance causes a student to miss part of the school day, students are responsible for communicating with their teachers in advance and making up all missed work.
- Unless stated otherwise, the appropriate dress for all concerts is the standard formal uniform, as defined in the UNIFORM GUIDELINES section above.

CONCERT BEHAVIOR EXPECTATIONS

Proper audience etiquette is an important facet of participation in the WMS Band. Please note that expected behavior at a band concert is completely different than expected behavior at a country, rock, or other popular music concert. Part of the Major Grade that your students receive for every concert and contest includes their behavior, as these standards are addressed in the TEKS.

We ask that parents, families, guests, and students alike follow these rules while in attendance at any form of band concert:

- Please reserve the space farthest to the left (Stage Right) for students who are performing in the concert. We ask that all students sit together when not performing.
- Do not distract the performing band in any way (i.e. yelling your student's or a friend's name, flash photography, whooping or hollering, taking phone calls, etc.)
- Talking is not permitted on stage or in the audience during the performance.
- No food or drink is allowed on stage, backstage, or in the audience. These spaces are not our own and must be preserved for future concerts and events.
- Cell phones must be turned off (not just on vibrate, silent, or Do Not Disturb) and stowed away during the duration of the performance. This is especially critical during concerts that are recorded, as the microphones used are delicate enough to pick up even the slightest vibration or noise off-stage.

- Since concerts are considered Wayside events, the WMS Cell Phone Policy still applies to students. Students found on their devices during a concert will receive appropriate disciplinary consequences.
- Please move appropriately to your chosen seating area (no jumping over chairs or rows, running, sprinting, or general horseplay).
- Support your fellow band members with appropriate applause. Yelling, whistling, shouting names, etc. is not permitted.
- Set a great example for the audience and for other students. Attendees who are unfamiliar with concert behavior will watch you for clues and follow your lead.
- All performing students need to stay for the duration of the concert. If your student has a conflicting event (dance recital, etc.) please notify a band director before concert day.

PERFORMANCE LOCATIONS

Due to varying availability in the auditoriums throughout the district, some of our performances may not be held at Wayside or Boswell. You can find the addresses and directions to all our routine performance locations below:

BOSWELL HIGH SCHOOL AUDITORIUM: Our Winter and Spring Concerts are normally held in the BHS Auditorium. Please enter the BHS parking lot via the entrance on Bowman Roberts Road and pass through the parking gate as if you are going to the tennis complex. Follow the road to the Band of Gold practice field and park in the parking lots next to the Band of Gold trailers. All band students need to enter through Door 53. All parents, guardians, and other spectators need enter through Door 62, which is the main auditorium entrance. If a concert happens during the school day, like our annual Beginner Band Festival or an Honor Band recording session, you may need to check in at the front office before attending.

Physical Address: 5085 W Bailey Boswell Road, Fort Worth, TX, 76179

SAGINAW HIGH SCHOOL AUDITORIUM: Our All-District Band Concert sometimes happens here. This is also one of the potential locations for our Beginner Band Festival. Take Bailey Boswell headed east. Cross over Main Street on the overpass and turn right on Basswood. Please enter the school from the Basswood entrance and circle around to the back, where the football stadium is. Please park in stadium parking and enter the building on the right side to get to the auditorium. If a concert happens during a school day, you may need to check in at the front office before attending.

Physical Address: 800 N Blue Mound Road, Saginaw, TX, 76131

CHISHOLM TRAIL HIGH SCHOOL AUDITORIUM: Chisholm Trail sometimes hosts our Beginner Band Festival or our All-District Band Concert. Drive south on Old Decatur Road, continuing as it turns into Marine Creek Parkway. Turn right at the light onto College Drive after

passing Marine Creek Middle School and the HCTC entrance. Please park in the rear parking lot, which doubles as stadium parking. The CTHS Auditorium can be found on the left side of the courtyard. If a concert happens during a school day, you may need to check in at the front office before attending.

Physical Address: 3100 NW College Drive, Fort Worth, TX, 76179

TIMBER CREEK HIGH SCHOOL AUDITORIUM: We recommend using your favorite navigation method to travel to this school, as construction in Keller routinely changes the preferred route. Our Advanced Bands usually perform at Timber Creek (Keller ISD) for their annual UIL Concert and Sightreading Contest. Please park in the available visitor parking and check in with the front office before proceeding to the auditorium.

Physical Address: 12350 Timberland Boulevard, Fort Worth, TX, 76244

UIL AND COMPETITIONS

Each year, students in our Honor, Symphonic, and Concert Bands will participate in the annual UIL Concert and Sightreading Contest. This is our most important event of the year and functions as our equivalent of the Band STAAR Test. Students compete as one holistic band and are graded on rhythmic accuracy, note accuracy, intonation, dynamics, expression, timing consistency, uniformity, and more. ***It is important that every student attends this event and does their best.***

Successful preparation for this contest includes consistent home practice, regular attendance at any sectional rehearsals, and additional after-school rehearsals as deemed necessary by the band directors.

There are a few additional competitions that Honor Band will participate in as eligibility and contest rules allow. These include the TMEA State Honor Band Contest, the Mark of Excellence Contest, and others. Symphonic Band may participate in the Citation of Excellence Contest at the discretion of the band directors. These competitions require high-quality recordings that may be taken from our UIL Competition or from other events through the year.

TRAVEL GUIDELINES

The WMS Band frequently utilizes school buses as our primary means of transportation to and from concerts, social events, and trip locations. Students are expected to display excellent behavior and conduct each time they board a bus throughout the school year, as the buses are considered an extension of the school district. Please note that students who are not In Good Standing with the band may lose the privilege of attending all non-curricular trips (see the TRIP CRITERIA section below for more information).

All students must travel to and return from events on the bus. Students who need to leave an event with a parent or guardian must notify a director through email no later than one day before the event in question. Parent-pick-up from any event will be on a case-by-case basis at the discretion of the band directors.

Upon returning from trips, parents and guardians need to pick up their students from the Old Administration Building (1200 Old Decatur Rd). We prefer this location due to better parking availability. Please pull around the house-like building and wait in the back to pick up your students.

Students must have turned in all necessary forms (Beginning of Year Forms plus the permission slip and District Travel Waiver) for each trip before they are allowed to board the bus.

While on the bus, students are expected to:

- Remain seated at all times
- Sit properly and safely in a forward-facing manner
- Deposit all trash in the appropriate receptacle
- Keep the bus clear of food, drinks, and other trash
- Keep all body parts, belongings, and found objects inside the bus
- Refrain from playing music over personal speakers on the bus. Students may listen to music when allowed but should use personal headphones.
- Remain silent when addressed by an adult on the bus
- Follow bus driver instructions while crossing railroad tracks
- Refrain from loud, boisterous talking, screaming, whistling, inappropriate jokes, bus sing-alongs, etc.
- Refrain from public displays of affection.

As a member of the Wayside Band, you are a representative of your school, teachers, community, and school district whenever we travel off-campus. Your behavior reflects on not just you, but this organization as a whole. If you have to ask yourself if something is a good idea before doing it, you should not do it.

TRIP CRITERIA

To attend band social events and trips, students are required to be In Good Standing with the WMS Band. To remain In Good Standing, students must follow all the band hall rules listed above in addition to consistently giving their best effort, attending sectionals and after-school rehearsals consistently, passing all their classes, maintaining excellent citizenship marks in all classes, and having no outstanding fines or fees.

Students lose their Good Standing with the band upon failing classes, receiving an N or U in citizenship in any class (see the GRADING GUIDELINES section), attending in-school suspension more than once, being assigned to out-of-school suspension or the Alternative Disciplinary Campus,

having outstanding fees or fines, or upon repeated disregard of standing band rules and regulations. Students who are no longer In Good Standing are not permitted to attend social events or trips with the band.

Trips and social events are scattered throughout the school year. We encourage your student to attend as many of these as possible, as band is a highly social activity. Please keep in mind that the following rules apply:

- Students must have passed all classes for the grading period before the date of the trip. (i.e. the spring trip takes place in the 6th Six Weeks, so students must have passed all classes for the 5th Six Weeks)
- Students are expected to follow EMS-ISD dress code for their attire on all trips. Hats are allowed on a trip-by-trip basis.
- If a student is placed in SAC or OSS on the day of the trip or social event, they may not attend.
- If a student has received two or more SAC placements, they may not attend any social trips or events for the rest of the year.
- Any student placed at the Alternative Disciplinary Campus (ADC) or in Out Of School Suspension (OSS) may not attend any trips or social events for the rest of the school year after coming back to Wayside.
- Cannot have received an office referral at any time from a band director during the semester that the trip takes place
- Any serious disciplinary offense may be cause for exclusion from the trip (including but not limited to SAC or OSS)

Please note that in the event of a student or group of students failing to demonstrate excellent conduct or citizenship, a parent or guardian will be called and will be responsible for picking the student up early from the trip.

Director's Note: In the event that a spring trip is cancelled due to inclement weather and student safety becomes a concern, students will receive their tickets on the earliest possible school day instead of receiving a refund. Most theme parks do not have refund policies for school groups and inclement weather days.

STUDENT LEADERSHIP

The Wayside Band is proud to host a Band Student Leadership Team, selected from a pool of outstanding eighth grade musicians. Students desiring to join the student leadership team for their eighth-grade year must meet the following criterion:

- Passed all classes for the current academic year.
- No time spent in SAC (in-school suspension), OSS (out of school suspension), or ADC (Alternative Disciplinary Campus).

- Must be In Good Standing with the band program.
- Must be consistent in attending performances and sectionals, if applicable.

A general student leadership application will go out to all students through Canvas at the end of April. Students who complete the application will be invited to interview with the band directors for their preferred positions. Results will be posted on the last day of school. All Student Leadership Team members are invited to a workday in August to both receive training on their duties and to help the directors prepare for the new school year. All student leaders are expected to serve as consistent examples of excellent musicianship and citizenship.

ALL-DISTRICT AND ALL-REGION BAND GUIDELINES

The Wayside Band is proud to routinely participate in our annual All-District and All-Region Band Auditions. These are individual contests designed to challenge each student and provide opportunities for them to grow in technical ability and musical expression. The audition process begins during our back-to-school band camp, where students begin learning their audition music and reviewing their scales.

All-District Band auditions are traditionally held at Wayside during the second week of October. Students are split into rooms by instrument and compete against other students in EMS-ISD to earn a seat in the All-District Band, which performs during December.

All-Region Band auditions typically take place during the second week of November. These auditions follow the same function and protocol as the All-District Band auditions but include a larger pool of auditioning students. WMS Band students will compete against students from Keller, White Settlement, Weatherford, Cleburne, Aledo, Burleson, Azle, and more. The competition for chairs in the All-Region Band is typically more intense due to the sheer number of students that audition. Instead of one band, students compete to perform with one of three bands.

- All Honor Band students are required to audition for both All-District and All-Region Band.
 - Symphonic Band students are highly encouraged to audition for All-District and All-Region so long as they attend sectionals and show evidence of consistent practice. Several Symphonic Band members have qualified for the All-District Band or as alternates over the last ten years.
 - Concert Band students may audition for All-District so long as they attend sectionals and show evidence of consistent practice.
- Students will be graded on the quality of their preparations for this event.
- If a student indicates that they would like to audition, they are expected to follow through and complete the audition.

- Any student who is selected for the All-District or All-Region Band will attend all rehearsals and performances for those ensembles. More information concerning rehearsal schedules and locations will be distributed after auditions are complete.

While we are extremely proud of our students who qualify for the All-District and All-Region Bands, we are proudest of the individual progress and improvement that comes from your student's participation in these auditions. Making the band is never the goal! Our desire is for your student to expand their comfort zone and gain musical and personal skills that can be applied both inside and outside of the band hall.

SOLO AND ENSEMBLE

All Beginner Band and Honor Band members are expected to participate in our annual Solo and Ensemble competition, held the last weekend of February at Ed Willkie Middle School. Students in Symphonic Band and Concert Band that are enrolled in our Private Lesson program are highly encouraged to participate. Students in those ensembles who are not enrolled in private lessons may participate with director approval.

Students enrolled in Private Lessons may form ensembles (duets, trios, etc.) with their teacher's approval. All students have the option to perform with pre-recorded piano accompaniment or perform unaccompanied. Some students may also use a live piano accompanist at the direction of their private lesson teacher.

Participating students must dress up for this performance and are expected to arrive at Ed Willkie no later than fifteen minutes before their assigned time. Since this is a district-wide event, punctuality will help the event flow efficiently and smoothly.

PARENT VOLUNTEER OPPORTUNITIES

Our band program would not be successful without volunteers! While we are not able to host a booster club at the middle school level, we welcome all parents, guardians, and adult family members interested in volunteering with the band. We host a myriad of events throughout the school year that require extra assistance. If you are interested in being a chaperone or assisting with band events, please attend our Beginning of Year Parent Meeting and fill out the Volunteer Interest Form there. Parents and guardians who fill out this form will be notified first of any upcoming volunteer opportunities.

***PLEASE NOTE that according to EMS-ISD policies, all WMS Band volunteers must be affiliated with their students through the family list in Skyward. Additionally, all district volunteers must complete a background check before they can accompany the band on any trip. This process must be renewed every school year and for every campus that your students attend. You can access the background check paperwork by visiting the 'Volunteers' tab on the EMS-ISD district website.

The district's volunteer coordinators generally need at least a week to process paperwork before confirming that you meet all the necessary criteria, so we recommend that you complete your background check at the beginning of each school year.

BEGINNING OF YEAR FORMS

Your student's first Major Grade of the school year will be the completion of our annual Beginning of Year Forms. These are distributed during class during the first week of school. Please return the following forms on or before the due date:

___ Student Information Form

___ General Permission Slip

___ Handbook and Calendar Acknowledgement Form

___ Internet Publication Release Form

___ Instrument Usage Contract (School-Owned Instrument Students Only. Your student cannot take their instrument home until this form is returned!)

___ EMS-ISD Voluntary Drug Testing Form (seventh and eighth grade students in Honor, Symphonic, and Concert Bands only)