

Cooper High School Band

2020-2021 Handbook

Mr. Matthew Raines – Director of Bands

Ms. Jessica Fox – Associate Director of Bands

Mr. Patrick Stevenson – Associate Director of Bands/Percussion Coordinator

Mr. Zachary McKennon – Color Guard Director

Cooper HS Band Philosophy of Instrumental Music

Instrumental music teaches the appreciation of music as an art form. Instrumental music creates a sense of cultural awareness and an aesthetic awareness of life. It instills proper values such as Purpose, Responsibility, Initiative, Determination, and Enthusiasm – PRIDE! It develops proper work habits through academic self-discipline of the curriculum, daily practice routines, self-expression, communication/listening skills, as well as the promotion of school spirit and community involvement.

With the cooperation of students, parents, and the Abilene Independent School District, our program is designed to meet the needs of all our students. The Abilene Independent School District and Cooper High School do not discriminate on the basis of race, color, national origin, sex, disability, or age in their programs and activities.

Discipline, Commitment to Excellence, and Pride

Every part of your participation in the CHS Band must contain discipline, commitment to excellence, and PRIDE! Whether practicing your instrument, behaving properly on a trip, or wearing the uniform that represents Cooper High School, these three elements are our backbone and make us who we are – THE COOPER BAND! You are a part of a tradition that started fifty-six years ago. It is a tradition that results in many streaks of superior ratings at UIL marching contests. We believe that external discipline creates internal discipline, which students will learn to demonstrate as individuals.

P – Purpose **R** – Responsibility **I** - Initiative **D** - Determination **E** - Enthusiasm

Performing Ensembles

The Cooper High School Band is comprised of various performing ensembles designed to give students a positive learning experience in music. Membership in any Cooper Band performing ensemble is at the discretion of the directors. All incoming students must be able to demonstrate proficiency on their instrument that is expected for a freshman high school student. This will include but may not be limited to daily warm ups and major scales.

Students will audition at the end of the spring semester for placement in our concert ensembles. These auditions will consist of proficiency in major scales that have been a part of the curriculum since beginning in middle school. Students will be re-evaluated at the end of the fall semester for consideration for a change in ensemble placement. For promotion into the Wind Symphony at the end of the fall semester, students will be required to make the top all-region honor band. For promotion into the Symphonic Band at the end of the fall semester, students must make the second or freshman all-region band. Music preparation, rehearsal attendance, eligibility, and attitude are grounds for ensembles changes at the director's discretion at any time.

The **Wind Symphony** is the varsity performing ensemble for the band program and is open to students in grade levels nine through twelve. In order to be a member of this group, a student must demonstrate the highest level of musical maturity, technical proficiency, and commitment to rehearsals/practice time. A student must seriously pursue individual goals on their instrument as well as working toward ensemble goals. Participating in the all-region honor band process and competing at Solo and Ensemble Competition is required. Failure to adequately prepare and participate in all-region auditions or solo and ensemble could result in an ensemble change. Misrepresentation of the Cooper High School Band will not be tolerated. Taking private lessons is expected for members in this ensemble. Scholarship applications will be available during the first few weeks of school.

The **Symphonic Band** is the non-varsity performing ensemble and is composed of students in grade levels nine through twelve. Members of this ensemble must demonstrate a high level of musical maturity, technical proficiency, and commitment to rehearsals/ practice time. Auditioning for the All-Region band is required for freshmen and highly recommended for upperclassmen. Performing at Solo and Ensemble Competition is required for all members. Supplemental music lessons are also strongly encouraged.

The **Concert Band** is the sub-non-varsity performing ensemble at CHS consisting of students grade nine through twelve. Members of this group must demonstrate a high level of musical maturity, technical proficiency, and commitment to rehearsals/ practice time. Preparation of the freshman all-region band cuts and participation in solo and ensemble contest are also strongly recommended. Supplemental music lessons are strongly encouraged.

The Awesome Cooper Band is an ensemble composed of all three concert ensembles and includes the CHS Color Guard. Participation in The Awesome Cooper Band is required for all

members in the band program. Marching rehearsals will take place before school at 7:00am Tuesday-Friday. In addition, there will be a Monday evening rehearsal from 5:00-8:30pm. Sectionals are required and will take place on Tuesday or Thursday afternoons from 4:00-5:00pm. In the event that a student is near-failing or failing at the three-week period, they will be expected to attend tutorials during Power Hour. Your academic priorities are extremely important to the success of the ensemble - do your part!

The **Color Guard** is a performing visual ensemble comprised of students in grades nine through twelve. Members of the CHS Color Guard are not required to play an instrument. Dance experience is strongly encouraged, but not required. During the spring semester, the CHS Color Guard competes at various Winter Guard activities across the state. The CHS Color Guard is a member of the North Texas Winter Guard Circuit.

The **CHS Jazz Band** is an ensemble that comprised of current band students as well as members of the CHS campus with rhythm section abilities (guitar/piano). To become a member of the Jazz Band, enroll in the class!

The **Indoor Drumline** is a performing ensemble comprised of percussion students in grades nine through twelve. During the spring semester the indoor drumline competes at various competitions throughout the state. The indoor drumline is a member of the Caprock Color Guard Circuit.

Graduation Band

All 9-11th grade students in the Wind Symphony and Symphonic Band are expected to perform at Graduation. Mark your calendars accordingly.

Grading Policy

Daily grades will consist of rehearsal attendance, equipment checks, as well as specific daily tasks such as numbering measures, marking music, etc. Assessment grades will consist of attendance and participation in all performances and contests.

The following grading percentages will be used:

- Assessments - 40%
- Daily Grades- 60%

Discipline Procedures

During rehearsals and performances, it is important that all students are able to focus on the task/lesson that is being introduced. If a student does not follow the rules or meet the standards for student conduct according to the guidelines set by the Abilene Independent School District, consequences will be administered. This may include school discipline, band hall duty, probation

for a period of time determined by the directors, or immediate dismissal from the band program. If a student has a probationary consequence from a previous infraction, any future incidents may result in immediate dismissal from the band program. If a student leader has conduct violations, their leadership title may be immediately removed and all rights and privileges will be denied.

School District

Disciplinary Authority and Jurisdiction

School rules and the authority of the district to administer discipline apply whenever the interest of the district is involved, on or off school grounds, in conjunction with or independent of classes and school-sponsored activities.

The district has disciplinary authority over a student:

1. During the regular school day and while the student is going to and from school or a school sponsored or school-related activity on district transportation;
2. During lunch periods in which a student is allowed to leave campus;
3. While the student is in attendance at any school-related activity, regardless of time or location;
4. For any school-related misconduct, regardless of time or location;
5. When retaliation against a school employee or volunteer occurs or is threatened, regardless of time or location;
6. When criminal mischief is committed on or off school property or at a school-related event;
7. For certain offenses committed within 300 feet of school property as measured from any point on the school's real property boundary line;
8. For certain offenses committed while on school property or while attending a school sponsored or school-related activity of another district in Texas;
9. When the student commits a felony, as provided by Education Code 37.006 or 37.0081; and
10. When the student is required to register as a sex offender.

Standards for Student Conduct

Each student is expected to:

- Demonstrate courtesy, even when others do not.
- Behave in a responsible manner, always exercising self-discipline.
- Attend all classes, regularly and on time.
- Prepare for each class; take appropriate materials and assignments to class.
- Meet district and campus standards of grooming and dress.
- Obey all campus and classroom rules.
- Respect the rights and privileges of students, teachers, and other district staff and volunteers.

- Respect the property of others, including district property and facilities.
- Cooperate with and assist the school staff in maintaining safety, order, and discipline.
- Adhere to the requirements of the Student Code of Conduct.

General Conduct Violations

The categories of conduct below are prohibited at school and all school-related activities, but the list does not include the most severe offenses. In the subsequent sections on Out-of-School Suspension, DAEP Placement, Placement and/or Expulsion for Certain Offenses, and Expulsion, certain offenses that require or permit specific consequences are listed. Any offense, however, may be severe enough to result in Removal from the Regular Educational Setting as detailed in that section.

Disregard for Authority

Students shall not:

- Fail to comply with directives given by school personnel (insubordination).
- Leave school grounds or school-sponsored events without permission.
- Disobey rules for conduct on district vehicles.
- Refuse to accept discipline management techniques assigned by a teacher or principal.

Mistreatment of Others

Students shall not:

- Use profanity or vulgar language or make obscene gestures.
- Fight or scuffle. (For assault see DAEP Placement and Expulsion.)
- Threaten a district student, employee, or volunteer, including off school property, if the conduct causes a substantial disruption to the educational environment.
- Engage in bullying, harassment, or making hit lists. (See glossary for all three terms.)
- Engage in conduct that constitutes sexual or gender-based harassment or sexual abuse, whether by word, gesture, or any other conduct, directed toward another person, including a district student, employee, or volunteer.
- Engage in conduct that constitutes dating violence. (See glossary.)
- Engage in inappropriate or indecent exposure of private body parts.
- Participate in hazing. (See glossary.)
- Cause an individual to act through the use of or threat of force (coercion).
- Commit extortion or blackmail (obtaining money or an object of value from an unwilling person).
- Engage in inappropriate verbal, physical, or sexual conduct directed toward another person, including a district student, employee, or volunteer.
- Record the voice or image of another without the prior consent of the individuals being recorded or in any way that disrupts the educational environment or invades the privacy of others.

Property Offenses

Students shall not:

- Damage or vandalize property owned by others. (For felony criminal mischief, see DAEP Placement or Expulsion.)
- Deface or damage school property—including textbooks, lockers, furniture, and other equipment—with graffiti or by other means.
- Steal from students, staff, or the school.
- Commit or assist in a robbery or theft even if it does not constitute a felony according to the Texas Penal Code. (For felony robbery, aggravated robbery, and theft see DAEP Placement and Expulsion.)

Possession of Prohibited Items

Students shall not possess or use:

- Fireworks of any kind, smoke or stink bombs, or any other pyrotechnic device;
- A razor, box cutter, chain; or any other object used in a way that threatens or inflicts bodily injury to another person;
- A “look-alike” weapon;
- An air gun or BB gun;
- Ammunition;
- A stun gun;
- A pocketknife or any other small knife;
- Mace or pepper spray;
- Pornographic material;
- Tobacco products;
- Matches or a lighter;
- A laser pointer for other than an approved use; or
- Any articles not generally considered to be weapons, including school supplies, when the principal or designee determines that a danger exists. (For weapons and firearms see DAEP Placement and Expulsion.)

Violation of the member code of conduct will be handled according to the AISD Management Techniques and could lead to removal from the band program.

Approved School Activity Conflicts

We will always work with students who are involved in other Cooper HS sponsored activities. The CHS Band policy is to split time 50/50 with other activities. All conflicts must be communicated in advance or an unexcused absence will be given. It is the student’s responsibility to communicate this with the other coach/sponsor prior to notifying the directors of the conflict.

Practice

All band students are expected to practice regularly. Band placement, chair placement, and grades will be determined by the student's proficiency on their instrument. Tone, technique, and knowledge of all major scales is expected at all levels. Private lessons are available to all students and strongly encouraged. Parents – Please help our band program by enrolling your student in private lessons and encouraging daily practice time at home! This is key to our overall success.

Band Hall Care and Field Maintenance

The band hall and practice field is to be kept clean at all times. The only time food or drink (other than water) is allowed in the band hall is during power hour. Do not store food in the locker room. Students will be assigned a locker with a combination lock for your instrument at the beginning of each year. You are to use that locker only and keep it locked at all times. Your instrument, music, and flip folders are to be kept in the locker and not on the floor. Clothes, shoes, books, and other items are not allowed unless in a gym bag. Failure to keep your instrument in its case, all personal items in your locker, and your locker locked could result in disciplinary actions. Any clothes, books or other items left in the band hall overnight are not the responsibility of the band directors and could be removed from the band hall without notice.

Students that are not members of the CHS Band are not allowed in the Band Hall.

Payments for various band fees can be dropped in the safe at any time. Cash is not allowed in the safe. Only checks, money orders, or credit card payments will be accepted.

Instrument Care

Each student will be expected to have his/her own instrument. Students that play school instruments and are expected to care for it as if it was their own. Students will be responsible for any out of the ordinary maintenance cost on all instruments. If a student plays a school instrument, check with a band director before repairing or providing necessary maintenance for that instrument. No student is allowed to play another student's instrument unless given specific permission by a director. All instruments must be checked out through Mr. Stevenson.

Marching Band Attendance Policy

Punctual attendance is expected at all times. Tardiness to marching rehearsals is unacceptable and students will be held accountable. The key to any successful program is consistency. The following system will be adhered to strictly. All absences must be communicated in advance to ensure an excused absence.

3 Tardies = 1 Unexcused Absence

1 Unexcused Absence – Out of the public performance(s) for that week

3 Unexcused Absences - Loss of marching spot – may challenge after probationary period of time.

6 Unexcused Absences – Permanent loss of marching spot

9 Unexcused Absences – Removal from band program

Excused Absences include: Severe illness with a doctor's note, wedding, funeral, death of family member, military deployment/homecoming.

Unexcused Absences include: Tutorials, lack of ride, work, drivers ed (most drivers ed businesses will work with students when communicated in advance).

If a student is absent from school, they will be excused from any band practice that occurs that same day. Please avoid all routine doctor appointments, family trips out of town, and vacations during summer band camp. Our dates are comparable from year to year and the success of our program depends on your consideration of our calendar.

If a student misses a rehearsal on the day of a performance, the student will not be allowed to perform. The student will still attend the event and assist the directors or booster club.

If a student has an unexcused absence and is omitted from the performance(s) that week, they will be expected to attend the activity in full uniform, but will be assisting the directors and boosters.

To be early is to be on time... To be on time is to be late... And, to be late is UNACCEPTABLE

UIL Events

Region/State Solo & Ensemble Contests

Solo & Ensemble is a contest designed to improve the individual and small group performance level. The rating for this contest is not competitive, but based on performance standards. Region solo/ensemble contest is held at the end of February each year. State solo/ensemble contest is held at the end of May each year. Students are responsible to pay for an accompanist if playing a solo. The band department will provide accompanist information. The student will pay accompanists in advance of the solo and ensemble event. The student may elect to use an accompanist of their choice. If a student is a no show or decides not to compete after the deadline, the student will be responsible for the contest fee and all accompanist fees.

All-Region Band

The All-Region band audition is a contest designed to improve the individual playing level of each student. Students are ranked competitively against students from the other 5A/6A high schools in TMEA Region 6. Transportation to each of these events will be provided by Cooper HS. Once a student has entered this contest, they are expected to complete the audition process. Failure to do so may result in an ensemble change.

Supplemental Music Lesson Program

Supplemental music lessons are strongly encouraged among all band students. By improving all of the individuals in the band through private instruction, the overall quality of the entire program will continue to improve. Students studying privately will take a 25-minute lesson per week. Private teachers are screened and approved by AISD. Each 25-minute lesson will cost \$10–\$20 per lesson depending on the instructor. Lessons can occur before, during, or after school. For scholarship consideration, the students must complete an application from the band office. Scholarships are awarded for students studying with teachers at CHS who are approved by AISD and only if the student is actively participating in fundraising activities.

Texas Future Music Educators

TFME is a club sponsored by the Texas Music Educators Association. Its purpose is to provide opportunities for students that are interested in choosing music as a career. There is a small membership fee due during the fall semester for all students interested in joining. Other than providing experiences related to the music field, the TFME club serves the music community. TFME students help with concerts in all areas as well as in the community. TFME students are responsible for many of the behind the scenes jobs that happens in public performances. The highlight of club membership is getting to attend the TMEA convention in February. Please see our choral director, Cara Naizer, to join this power hour club!

Spring Trip

Specifics for the spring trip will be given to parents and students prior to the trip in the spring semester. Any violation of trip procedures may result in a student being sent home at the parents' expense. Students must participate in fundraising activities in order to attend the spring trip.

TRAVEL POLICIES

The bands of CHS periodically attend competitions and trips that require travel and/or an overnight stay. The following travel policies are in place for all trips, including those trips which students have paid or have raised funds to attend.

1. **All school/district/band department policies are in effect twenty-four hours a day.** Behavior guidelines as well as dress codes are identical to those of Cooper High School for all band students. Students will be asked to change clothing if inappropriately dressed. Swimsuits should be modest and worn in good taste. A one-piece swimsuit is appropriate for school functions. If a two-piece must be worn, it must have a shirt covering. Inappropriate swimwear for both genders will not be allowed.
2. Students are to be respectful and courteous to all of the sponsoring adults and bus drivers. In order to be courteous and kind to the driver, we are to maintain a tidy bus and clean up after ourselves.
3. Curfew at properties will be strictly enforced and clearly announced each evening when we arrive back at the hotel. For everyone's protection, the hired security guards for Cooper Band will alert directors immediately if one of our doors is opened during the night after curfew. Students may be sent home immediately if it is discovered curfew has been broken.
4. Students must be on the bus or meeting place at each designated time without exception. Be early!
5. Cooper band students must not enter a vehicle other than our bus, airplane, or provided transportation on our itinerary. Students are never allowed to ride in a taxi, train, horse and carriage, on a motorcycle, subway car, or trolley unless it is with our large group. Anyone who is not part of our traveling group is to be considered a stranger. Never accept a ride with a stranger under any circumstance.
6. When the Cooper Band is traveling on busses, it is expected members conduct themselves in a manner that is always becoming. Public display of affection makes others feel uncomfortable. Therefore, behavior of this nature will not be tolerated. Directors and chaperones will be vigilant in observing all students throughout each trip, especially the night hours. If inappropriate behavior is reported or observed, the offending students will receive school disciplinary actions. If a student notices inappropriate behavior, it should be reported to the adult on the bus immediately. Thank you for being sensitive to this issue. Thank you for also being aware to keeping language clean at all times and keeping your voices down on the bus and in public places. Vulgarity is never acceptable on any trip when representing CHS
7. Allowable movies on the bus DVD players are Rated G or PG only.
8. When we have shopping time or sightseeing time in groups, students must stay in a group of at least three people from Cooper at all times. NEVER go off alone!
9. In the hotel, the women will not enter the men's hotel rooms, nor will the men enter the female's rooms. There will be NO exceptions. Students could be sent home immediately and face school punishment if this rule is broken. When possible, the girls will be housed on one floor with men on another. In that event, students are only allowed on the floor of their gender during the **entire stay**. Also, absolutely no destruction or theft of hotel property!

10. Absolutely no possession or consumption of alcohol, tobacco products, or drugs. Students will be sent home immediately and face school punishment if this occurs. In the event any law is broken, including shoplifting, parents will be called and students will be sent home or turned over to the authorities.

11. The Band Honor Code under the document section of the band website is to be reviewed with your parents/guardian and is to be honored for the duration of all trips with band. A signed copy of this form must be in possession before a student travels on any trip.

12. Parents will incur the cost of a student being sent home or be asked to drive and pick the student up from an event where a major infraction of this trip policy has taken place. A CHS administrator will be consulted in the event this kind of decision must be made along with the directors.

13. Finally, you must have a great time, perform well, and make an outstanding memory as a Cooper Band Member on all trips.

Documents / Fees

There are a few documents on the band website under the “documents” tab that must be completed and returned to the band department no later than the specified date. If you already have an honor code and UIL acknowledgement form on file, and your medical release form is up to date, you do not need to fill out new forms each year. The only form needed annually is the band handbook signature form.

Each year, a nominal fee is required for participation in band. This fee covers all personal clothing items worn with the uniform. This fee also covers the cleaning cost for the uniforms, water provided throughout the season, as well as equipment/music needs for our band program throughout the year. Please refer to the band website and select the documents tab. There, you will find the band registration tally sheet. This will give you an idea of cost from year to year. Our merchandise rarely changes. Therefore, students do not need to buy new attire each year.

Pep Rallies/Football Games/Parades/Concerts

Pep Rallies, Football Games, Parades, and Concerts are required performances by all CHS band students. Attire for each of these events must be cleaned, pressed, and follow CHS dress code or the student will receive a failing grade for that performance and will be asked to leave the event.

Eligibility for all of these activities is required. If you are ineligible for a pep rally or other performances during the school day, you will be required to attend a director hosted homework study session in the band hall during that time.

Students are expected to be picked up from all events at the time scheduled. Please make sure arrangements are made in advance. If a student is regularly picked up late from band events, the student may be suspended from future trips.

It is the student's responsibility to get all homework assignments in advance before attending a band function. All homework assignments that were to be due on the day of a missed class must be turned in upon return from the band trip. If new material is taught during a band trip, it is the student's responsibility to attend tutorials to learn the new material. If an exam is given when a student is gone for a band trip, it is the student's responsibility to make arrangements with the teacher in advance to take the exam.

Uniforms

To ensure the longevity of the uniforms, they must be cared for at all times. Each student will be issued his/her own uniform for the year. Each student will be charged a \$40 cleaning fee at the beginning of the year. The band boosters will take care of cleaning throughout the marching season.

Students must properly hang the uniform after each performance. If there is reasonable proof that a uniform is being treated poorly, the student may face disciplinary action.

A student wearing a uniform that is wrinkled, incomplete, unaltered, or dirty may be removed from that performance.

Students must remain in full uniform at all times unless a director gives permission to take off the coat portion of the uniform. Specifically, this means all parts are properly worn and fastened (This procedure will be demonstrated in detail prior to the first performance).

Students will be expected to wear the full travel uniform under the uniform at all times. If a student is not wearing the proper travel uniform, they will not be allowed to wear the full uniform and will receive a failing grade for the performance. If a student is habitually not wearing the correct travel uniform, they will not be allowed to attend the band activity, receive a failing grade, and further disciplinary action may be taken.

Fingernail polish, makeup and jewelry of any kind are prohibited at any time when in uniform. Earrings and all other face jewelry must be studs and in good taste (clear when possible). If students do not follow these procedures, they will need to remove the jewelry or makeup.

There is to be absolutely no eating, drinking, PDA, or foul language while in any form of the band uniform.

For parades, students will be required to wear jeans with their band shirt. All jeans must follow

the AISD dress code policy.

Concert Attire:

All students will be issued formal black concert attire. This will include a tuxedo for the men and long dresses for the women. At the end of the season, all students are expected to clean the concert uniform per the washing instructions on the garment and the instructions of the directors. If the uniform is not cleaned, the student's account will be charged a \$25 cleaning fee. It is still important for students to have an alternate "all black" option for other formal concerts/recitals/ensemble contests. For ladies, this could include black slacks, skirts (must go past the knee), or dresses with a black top. Ladies should have shoulders covered. Any jewelry worn should be tasteful. Men will wear black slacks and a black button down shirt. Black dress shoes and black socks are required for everyone. For dresses and skirts, girls must wear black hose with their shoes. If you have a question, please approve your attire with a director.

All Black means All Black!

Students not dressed in formal concert attire may be removed from the performance and receive a failing grade for the event.

Elections / Auditions

Students will have the opportunity to audition or be elected to leadership positions in the band program. A mini clinic/camp will be held at the end of the spring semester for all students interested in auditioning for the leadership team. A separate packet of information will provide students and parents detailed expectations for the audition process. A parent and student signature, indicating their understanding of these procedures, will be required prior to the audition. If selected, leadership students are required to attend the McMurry Summer Band Camp. Drum Majors will be required to attend a drum major leadership camp in addition to the McMurry camp.

Band Banquet

Each year an awards banquet will be held to recognize individual and group achievements of the CHS Band. Details about the banquet will be posted on the band website. All parents and students should plan to attend this special evening at the end of each school year.

Medical needs

The health and safety of every student is our number one concern. A medical release form will be on file with the band department and will travel with the directors to all out of town activities. In addition, an AED device and EpiPen will accompany the students on all out of town activities.

In the case of an emergency, the parent will be notified and included in all medical decisions regarding the student. All asthma students should carry their inhalers during all practices, performances, or trips. If you are a student with any major ongoing health concern, please provide detailed information to the director staff. Your health and safety is our number one concern.

Contact Us

To contact your band directors, please call (325) 691-1000, and enter the following extensions for each of your directors. Please do not call the band directors at home or on their cell phone. Email is also a great way to get in touch with the directors.

- Mr. Raines – ext. 7294 – matthew.raines@abileneisd.org
- Ms. Fox – ext. 4354 – jessica.fox@abileneisd.org
- Mr. Stevenson – ext. 1870 – patrick.stevenson@abileneisd.org

Cooper High School Band

2020-2021 Handbook Signature Form

I have read and understand the policies stated in the CHS Band handbook. I agree to comply with the rules and regulations of The Cooper High School Band Program.

_____ Student name (Please Print)

_____ Student Signature

_____ Parent name (Please Print)

_____ Parent Signature