

Eastwood High School  
Trooper Band  
Handbook



2022-2023

# Eastwood Trooper Band Handbook

2022-2023

As we navigate through the beginning of this school year, I realize that much of what is in this handbook will be adjusted as we continue to navigate the Covid-19 regulations set forth by the state, city, and YISD. I want all students to know and understand the expectations for all Eastwood Band students. I know that you all will be able to achieve things beyond your expectations and wildest dreams! We must keep in mind that being “El Paso’s Finest,” means that we can accomplish all things through Excellence, Discipline, Determination, Drive and Courage. Please read and abide by all the rules and procedures placed in this handbook, which will be your guide to achieve your Best educational and musical experience here at Eastwood High School. Let’s have a majestic year, Trooper Band!!

-Eastwood High School Band Staff

## **Introduction**

The Eastwood Band has a long-standing tradition of excellence. To continue this tradition, students and parents should be aware of certain rules and regulations required to maintain a high standard of performance. This handbook has been created to make students and parents aware of the requirements of the band so that conflicts can be resolved immediately, and we can reduce the number of conflicts that could potentially be encountered.

Band is an integral part of your high school career. While participating in band, you will learn responsibility, cooperation, self-discipline, character, leadership, respect, and pride, as well as musicianship.

The Eastwood Band places your academic life in high regard. We encourage you to take your classes very seriously. You should always be prepared for every class by completing assignments, studying for tests, and seeking extra help when necessary. Band will help you improve in your other classes by developing your critical thinking, problem solving and study skills.

Parents and students, read through this handbook. It will answer many questions you may have. If there are questions, or something is unclear, please feel free to ask.

## Eastwood Band Overview

The Eastwood Band program consists of the following organizations: Marching Band, Wind Symphony, Symphonic Band, Concert Band, and Jazz Band. **Active membership in the Marching Band is required to participate in any of the other bands.** Prior training in a middle school band or in another high school band must be established to become a member of the Eastwood Band. To participate in Jazz Band, students must be enrolled in a regular band class. Exceptions are those students who only play piano, guitar, and bass guitar.

### Marching Band

#### **NO MEMBER OF THE BAND HAS A GUARANTEED SPOT OF MARCHING BAND.**

The Band Directors are responsible for selecting all members of the band who will march at half time and at contests. Ideally, every member of the band should perform each week during half time, however this is simply not possible, because of No Pass No Play Laws set by UIL. Members will march at all parades and perform in the stands during football games, concerts, and pep rallies **if they are eligible.**

The criteria used to fill a position in a performance position are attendance, music performance, and marching execution. **Attendance at all rehearsals, performances and classes is extremely important.**

**Marching Band Techniques 101 Camp for incoming Freshmen:** During the summer, this will be a total of 10-hour camp, designed specifically for incoming Freshmen. All incoming Freshmen are required to participate in this camp. Proper marching fundamentals will be taught during this time. All freshmen within the Eastwood High School feeder pattern will be notified in the Spring Semester of their eighth-grade year as to when the camp will be held. This information will also be available through the Eastwood High School Band website.

**Summer Band:** All band students are required to be at this camp. **ABSENCES FROM THIS CAMP MAY CAUSE STUDENTS TO START THE MARCHING SEASON AS SHADOWS.** Family vacations and work will NOT be acceptable excuses for missing this camp. Discipline and priority in responsibilities are some of the values you will learn as a band member; all efforts to not miss this camp should be made. The starting date and schedule will be posted on the Eastwood High School Band website. It is the responsibility of each student to make sure that the band staff has your current address and phone number. If it should change during the summer, you must contact the staff at 434-4033, [director@trooperband.com](mailto:director@trooperband.com) to let us know any new information.

**Rehearsals:** Rehearsals are a very important part of the Eastwood Band. It is important that all students attend every rehearsal. Band is a Co-curricular class and rehearsals outside of class are considered an extension of the classroom. Students will receive a grade for their attendance. Rehearsals are 60% of a student's daily grade. **Students are expected to attend all rehearsals.** Attendance will be taken at every rehearsal.

#### **Absences from rehearsals:**

1. If a student misses the game day morning rehearsal, for whatever reason, they will not be allowed to march at halftime or pre-game. If the student is absent during the school day (**excused or unexcused absence**), they will NOT be allowed to participate in the performance.
2. **If a student misses one rehearsal** during the week, to include sectionals on Tuesdays with an Unexcused Absence; they will not perform during performance on game day. All absences must be cleared with Mr. Matthews before said rehearsal. **If a student has prior knowledge of a conflict, they must clear that absence ahead of time and not the day of.** The only absences that will be cleared after the fact are those in cases of emergency. Mr. Matthews must receive an email (director@trooperband.com), or a message on Remind. Please make every attempt to avoid scheduling Doctors' appointments during band rehearsals.

#### **Tardy Band Policy for: Marching, Concert, Jazz, and Percussion Ensemble**

1. **A student is considered tardy if they are not in warm-up arcs, block formation, and or performance position at the starting time of the rehearsal.** Students must have all equipment needed (instrument, dot book, and pencil) with them. Students who must go to the band room to pick up equipment should plan accordingly.
2. A student who has two tardies for rehearsals during any given week, will not be allowed to perform at that week's performance. Again, the student will participate fully with the band at the game but will not be allowed to perform.

#### **Examples of Excused absences:**

1. Medical emergency or personal illness.
2. Death in the family.
3. Conflict with another school activity, documented and okayed by the staff in advance.
4. **Notification of absence must be given at least 24 hours in advance.**

5. Make up test or tutoring needed with advanced notification.

**Examples of UNEXCUSED absences and tardies include, but are not limited to:**

1. Work
2. Oversleeping
3. Transportation not arranged
4. Anything deemed unexcused by the band staff

**Performances:** All students who are eligible, are required to attend all performances. Performances are: Football games, Pep rallies, Dress Rehearsals, Parades, and any other activity deemed as a performance by the band staff. Students will be graded on their attendance at performances. To receive full credit, a student must attend the entire performance. The absence and tardy policy for performances will be the same as for rehearsals.

**Sectionals:** Students should be available for an extra sectional each week outside of the regular rehearsal schedule. If a sectional has to be missed a note from a parent must be given to the Band Director prior to the sectional. The sectional should be made up with either a Drill Instructor or Band Director.

- Percussion: Tuesdays from 5:00-06:30 PM
- Wood Winds: Wednesdays from 04:30-05:30 PM
- Brass Winds: Thursdays from 04:30-05:30 PM

**Music:** All students are responsible for having their own music. There will be a charge for music that is lost. All students should have a flip folder with their name permanently written on it, with all of their music in it. The flip folder should be at all performances and rehearsals, unless instructed by the staff that it is not needed. **All show music, the fight song, and Trooperette music must be memorized.** Students also need a lyre except for percussion, flutes, and tubas.

**Shadows:** Students who do not have a permanent position in the show will be a shadow. **These students are required to be at all rehearsals and will shadow a position in the show.** This gives the person an opportunity to learn the show and will also give them the opportunity to challenge into the show or take the place of a person who becomes sick, injured, misses rehearsals, or becomes ineligible. Shadows are a very important part of the band because of the No-Pass-No Play law set by UIL.

**Uniforms:** Each student in the band will be issued a band uniform. Students are responsible for keeping the uniform clean and in good condition. Any adjustments needed to the uniform are the responsibility of the individual student. When making alterations to the uniform, **no material may be cut from the uniform.** Students are responsible for the full cost of the repair or replacement of the uniform if the uniform is damaged or lost. Students must also purchase the following parts of the uniform:

1. Long Black gloves
2. Black MTX marching shoes
3. **LONG** Black socks (no “No Show” socks)

*These items may be purchased at **Olivas Music Company.***

- The uniform is to be always worn properly. The Band t-shirt and shorts should be worn underneath the uniform during warm weather. Long underwear or other warm clothing should be worn when the weather is cold. **No jeans or sweats should ever be worn under the uniform.**

\* Things **not** to be worn while in uniform:

1. Earrings
2. Watches that may show
3. Any other jewelry that may show
4. Make-up
5. Jeans
6. Jean shorts
7. Tank tops or sleeveless shirts
8. Face paint, glitter, or stickers.

**Away Games:** All students must have a parent permission slip to attend all away football games.

**Bus Rules:**

1. All body parts must remain in the bus at all times.
2. No shouting
3. All students must remain seated in a seat at all times.
4. No whistling
5. Follow all directions given by chaperones.
6. Do not use the emergency exit unless it is an emergency.
7. Do not harass or make fun of other students even if they are your friends.
8. No foul or suggestive language.

**Grades:** Grades during marching season will be determined as follows:

\* **Daily – 40%** (60% - morning rehearsal, 40% class time) Students will receive a 100 each day if they are on time and have all needed materials.

\* **Test – 40%** (playing show music memorized) Students must perform their show music memorized. They will be graded in the following areas:

1. Tone production
2. Memorization
3. Proper Technique
4. Proper Style and interpretation

**Performance – 20%** (attendance at all performances) Students will receive a 100 for each performance that they attend. They will receive a 0 for each performance missed unless they are ineligible. Other grades will be determined by the staff based on the amount of time at the performance.

## Concert Band

All band students will audition and participate in one of the following concert bands in the Spring Semester:

1. Wind Symphony
2. Symphonic Band
3. Concert Band
4. Percussion Class

**Auditions:** At the end of marching season the students will receive audition materials for concert season. These materials will consist of a short etude (usually part of the All-Region music), scales. All auditions are blind, to give the student the opportunity for a fair and unbiased audition. **All students must audition whether they are going to be in band in the second semester or not.** Each part of the audition will count as a separate test grade. Students will be placed in a band based on their audition as well as their dependability.

**Rehearsals:** All students are expected to have all the materials needed for rehearsals. This includes their instrument, music, pencil, and any other materials designated by the director. All students should have the following book: *“Foundations for Superior Performance, Warm-ups and Technique for Band,”* by Richard Williams and Jeff King. This book can be purchased at any music store on Amazon online.

**Performances:** Students will perform several concerts throughout the year. All students must perform unless the performance falls under eligibility rules and the student is ineligible.

**Sectionals:** During concert season sectionals may be called for sections within bands. These sectionals are a requirement, and all students must attend. Sectional guidelines for marching season apply here. **If a student must miss, they must present a note telling why 24 hours prior to the sectional.** At that time the director will determine whether it is an excusable absence. All students must arrange a time to make up missed sectionals with the director whether excused or not.

## Grading Procedures:

1. **Daily 40%** (On time and prepared for rehearsals and sectionals)
2. **Test 40%** (Playing and written tests that may be given during the six weeks.)
3. **Performance 20%** (attendance at performances and six weeks test)

## **Student Behavior**

The following are student expectations, as part of the Eastwood Trooper Band Program. These expectations are to be upheld by all students. Failure to do so may result in removal from the Eastwood Trooper Band Program.

- All band students are expected to follow the instructions of any teacher, staff member or chaperone without question unless said instruction is a violation of civil law or moral standards.
- All school rules and policies are in effect at all band functions.
- Any band member **possessing, using or on** any controlled substances, which include but are not limited to tobacco and alcohol, during any band function will be subject to immediate removal from the band function, referral to school authorities, the appropriate law enforcement agency and possible removal from the organization.
- Band members are not to play on or with equipment that belongs to others.
- Destructive activity will not be tolerated, whether it be something as seemingly innocent as playing on a wall, locker, or door with drumsticks, or bumping things with horns or equipment, or something more overt as deliberately damaging equipment, throwing objects, writing on walls, or leaving trash around. An organization with class, mature members, and pride will not permit such acts. It is the responsibility of everyone to see that these types of things do not occur. If you see it, stop it. If they refuse, notify a director, staff member, or chaperone immediately.
- No public display of affection when in uniform.
- Food and drink are not allowed when students are in uniform. The only time a student should have food or drink is when given permission by a director.
  - Exceptions for students with documented medical conditions.

- At football games, all students are to remain in their place, students should not wander around the stands. It is important to always present an image of discipline and pride.
- The band plays **ONLY** as a group except when the drum line is playing, or sections have okayed pep-tunes through the director. There should be no individual or indiscriminate playing.
- After any performance or rehearsal, it is the students' responsibility to make sure all of their equipment is put away correctly.
- **Non-band personnel will wait outside the band room.**
- **No cell phones are allowed at band rehearsals or performances.**
  - **School policies will be followed if a student is caught with a cell phone.**

### **Other Activities**

**Region Band:** All students are encouraged to work on their All-Region music whether they plan to try out or not. Working on this music will help **ALL** students improve their playing technique and helps to prepare them for band tryouts for the Spring semester. The All-Region music is available on August 1<sup>st</sup> and tryouts for All-Region are traditionally in mid-November. The staff is always available to help students with this music.

**Solo and Ensemble:** All students who are in the Wind Symphony or Symphonic Band must perform either a solo or in an ensemble at the UIL Solo and Ensemble Contest. This is a requirement of these two bands. Students in the other bands may perform if they wish, but it is not required. Students who cannot perform at Solo and Ensemble, who are in the Wind Symphony or Symphonic Band must make it up by doing a research paper assigned by the Director. The only reason a student should not perform at Solo and Ensemble is if they are ineligible.

**District Honor Band:** This is a Concert Band that is organized by the Ysleta School District Fine Arts Department. All students must meet the District guidelines set forth by the Fine Arts to participate.

**Private Lessons:** All students are encouraged to take private lessons. Private lessons will give each student much needed individual attention by an expert on their instrument. This will make every student in the band a much better musician. If you are interested in taking lessons, you may ask one of the staff for a referral or call one of the music stores for more information.

*Remember that it does not do you any good to take lessons if you are not going to practice, you or your parents will just be throwing money away.*

**Practicing:** This is a very important part of being in band. Every student in high school should be practicing at least 30 to 45 minutes a day. This is like an everyday homework assignment.

**Rehearsal time is NOT practice time.** For the band to be its best, everyone must practice.

**Charms Music Assistant:** The Charms Music Assistant is a web-based database that can be logged onto from any computer that has internet access. Students can check their accounts, inventory, uniform, and other important information by logging on to this site. There is also a calendar and downloadable content, such as forms, this handbook, and other items.

- The band's account name is "EastwoodHSB" and the students log-in is their school six-digit ID #. Each student is responsible for keeping their personal information up to date and making sure to notify the director if they think there may be errors in their accounts, letter points, or other information.

**Spring Trip:** Every other year the band will take a Spring trip. No student is required to go on the trip, but those who choose to go must either raise the funds or put money in their account. The staff will determine the destination and amount of the trip early in the fall semester. An information form will be distributed when the destination is determined. In order for a trip to be taken, a good representation of the band must go. If the band cannot compete on a level becoming the Eastwood Band program, then the trip will be canceled.

**Fund Raising:** Several fund-raising events will happen during the school year. I cannot express how important this is to the growth and longevity of a successful band program. No student is required to fundraise; these projects are an opportunity for students to raise funds for their trip account and band fees. The Booster Club also receives a small portion of the profit, which is returned to the students in some fashion during the year, through equipment needed, repairs, refreshments, parties, etc. **Students who owe money for one project may not participate in the next project until the account is cleared.**

**Lettering:** Each year students have the opportunity to earn a letter in band. The Band Letter signifies that a person has worked hard to uphold the traditions of the Eastwood Band by participating in multiple activities. Each year the activities required to receive a letter will vary; the list of activities and points can be found in **Appendix A**.

## **Eligibility and Tutoring**

**Eligibility:** In order to participate with the band at football games and contests, all students must be eligible. **This is a State Law, and we must follow it.**

- All students must pass all classes each six weeks to be eligible. This means a 70 or above in every class. Pre-AP, AP and some other upper-level courses are exempt from eligibility. If a student fails a class at the six weeks, they may regain eligibility at the three weeks period only IF they are passing **all** classes.

**Tutoring:** All students who are failing a class or classes at the end of the three weeks period will have required tutoring. The student must go to tutoring twice a week either with the teacher/teachers of the classes being failed or with an assigned tutor. The student must pick up a tutoring form and have it filled out by the tutor twice a week. This form must be returned to the band director at the end of the week. Failure to attend tutoring or returning the tutoring form will result in lowering of the student's daily grade and removal from the show or ensemble.

## **Parents**

Parents are an important part of the Eastwood Band and have a vital role to play. Without the assistance and cooperation of Band parents, there would be no chance for the level of success we want to achieve. Parents could play an active role in their child's band-life by:

1. Attending Band Booster Meetings
2. Volunteering for Booster Club Committees. There are many different tasks which we need your assistance with, and everyone can find the niche that suits him or her.
3. Supporting the band program and your child's participation by:
  - a. Assisting your child to be prepared and punctual for every rehearsal and performance.

**b.** Notifying the directors if your child is to be absent or late for a performance or rehearsal. This must be done in advance except in emergencies.

**c.** Encouraging your child to practice at home and help them find a quiet place to do so.

**d.** Showing your interest and support in your child's music study by enthusiastically attending every performance possible.

**e.** Discussing with directors and staff anything that will help them understand and better serve your child.

**f.** Arranging for private lessons for your child, if possible.

**g.** Encouraging your child to turn in all homework and study for all tests.

### **Parent E-Mails**

To keep parents better informed, we are asking for you to provide a working email address that you actively use. This will enable us to let you know about last minute event changes, let you know how the students are doing; let you know about Booster Meeting and events, etc. Emails will only be regarding Band-related information; we will not give it to students or other organizations. It will only be used to send you information about the activities of the Eastwood Band and Band Boosters. Student emails are also required to maintain them informed and updated.

### **Pictures**

The Band maintains a website to keep students and parents advised of events and awards that students receive. It is also a place for band-alumni to come and relive fond memories. On this site, EHS Band posts pictures of the band and students. We ask that you please fill out the media release consent form to be able post your son/daughters' pictures from band activities.

# Appendix A

## Lettering

1. To letter students must fully participate in three fundraising activities. Said student should not owe any money to the Band.
2. Students must also be clear on all monies owed the booster club or the band.
3. Students must participate in all the following activities:

### For Winds and Percussion:

- All home and away football games\*
- Pep Rallies
- Homecoming Parade and Burning of the “E”
- UIL Marching Contest

### Other Marching Performances

- Audition for Region Band and/or Perform at Solo and Ensemble
- Participate in one of the Concert Bands
- Perform at all Concert Performances including UIL
- Participate in any other performances as required by the directors

### For Flags:

- All home and away football games\*
- Winter Guard and all Performances
- Students must spend the entire game with the band, from entrance to exit.

## **Eastwood High School Tardy Policy**

All students are expected to be in each of their classes seated and ready to learn by the time the tardy bell rings. All students have 5 minutes between each class to transition.

The administration will do weekly tardy sweeps to ensure students are in class on time. If a student is caught in a tardy sweep, he/she will be required to attend detention the following day during the first 15 minutes of lunchtime. If a student does not attend his/her detention, they will then be placed into SAC for one day.

Parents are able to access the **Home Access Center**, which is a convenient, web-based tool that allows parents/guardians of Ysleta ISD students to keep track of their child's academic progress, attendance, and tardies.

Below are the steps teachers will take when a student arrives tardy to their class:

### **Teacher Tardy Procedures**

- 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> tardy: Record the unexcused tardy and conference with the student.
- 4<sup>th</sup> tardy: Give a verbal warning and contact the parent.
- 5<sup>th</sup> tardy: Teacher **MUST** write a referral on EschoolPlus to the student's administrator. Do not send the student out of class. The referral should specify the student's dates of tardies and the parent's contact documentation so that the discipline plan may be enforced.

## STUDENT CONDUCT - DRESS CODE

### Policy FNCA (LEGAL) and FNCA (LOCAL)

#### PURPOSE

The district's dress code is established to teach grooming, modesty, hygiene, self-respect and instill discipline, prevent disruption, avoid safety hazards, and teach respect for authority.

#### GENERAL GUIDELINES

Students shall be dressed and groomed in a manner that is clean and neat and that will not be a health or safety hazard to themselves or others. The student and parent may determine the student's personal dress and grooming standards, provided that they comply with the clothing and grooming standards described below and the following prohibitions:

- The District prohibits any clothing or grooming that in the principal's judgment may reasonably be expected to cause disruption of or interference with normal school operations. Any type of gang identifiers are strictly prohibited.
- The District prohibits pictures, emblems, or writing on clothing that 1) are lewd, offensive, vulgar, or obscene; or 2) advertise or depict tobacco products, alcoholic beverages, drugs, or any other substance prohibited under FNCF (LEGAL).
- Any type of clothing, including but not limited to, T-shirts that advertise, glorify, or support lewd, offensive, vulgar, obscene or profane language or gestures, gangs, illegal activities, tobacco, sex, alcohol, illegal drugs, or violence is not allowed. **As a safety measure, all secondary students are required to wear their school issued identification badges.**

#### CLOTHING AND GROOMING STANDARDS

- Jean/Pants – Ankle length pants must be appropriate size for wearer, not more than two sizes larger than the waist. Jeans with cut-outs/rips (openings that expose skin) must be modest and not revealing. Hip-huggers must be worn with a blouse/shirt so as to not reveal any skin between them. Pants/shorts must be worn on the waist. Pant legs no wider than twelve inches. No “baggy” nor “sagging” pants are allowed.
- Tank tops with two-inch wide straps at the shoulder are allowed. Anything less than two inches wide is not permitted. Spaghetti straps, undershirts, fish net, muscle shirts, tube tops, bare midriiffs, or tops with revealing necklines in front or back are not to be worn even if covered by an over blouse, jacket, or sweater. When appropriate, any shirt/blouse that has an extra shirrtail is to be tucked into pants/shorts/skirt.
- Head gear is not to be worn inside the building unless approved by the administration for medical or religious reasons.
- No short shorts or spandex shorts allowed. Shorts and skirts must be no shorter than two inches (2”) above the knee. This includes skirt slits up the side, middle, back and front.
- Jewelry reflecting gangs, Gothic- or paramilitary-related items, including but not limited to rings, bracelets, or chokers, or chokers with spikes (rounded or pointed) are not allowed.
- Trench coats or raincoats that are ankle length are not allowed.
- Zippered or pull-over hoodies and sweaters may be allowed but must be removed if asked to do so by campus staff for verification of uniform and/or safety searches. Any hood must remain unworn inside the building. • House shoes and bedroom slippers are not allowed. Steel-toe shoes are not allowed, unless authorized and required for a class.
- Earrings and studs may be worn only in the ear lobes. No tongue studs or facial piercings allowed.

#### EXTRACURRICULAR ACTIVITIES

The principal, in cooperation with the sponsor, coach or other person in charge of an extracurricular activity, may regulate the dress and grooming of students who participate in the activity. Students who violate dress and grooming standards established for such an activity may be removed or excluded from the activity for a period determined by the principal or sponsor, and may be subject to other disciplinary action, as specified in the Student Code of Conduct.

#### Graduation Ceremony Dress Code

Seniors are expected to wear the traditional cap and gown signifying successful completion of all requirements for graduation. Requests for approval of religious, ceremonial, or cultural sashes, stoles, and leis must be made in advance to campus principal.

## **VIOLATIONS**

If there is a violation, the student shall be given an opportunity to correct the problem. If not corrected, the student shall be assigned to in-school suspension for the remainder of the day or until the problem is corrected. Repeated dress code violations may result in more serious disciplinary action. Appropriate discipline procedures shall be followed in all cases in accordance with the Student Code of Conduct.

# Parent Acknowledgement of Band Handbook

*With your signature, you acknowledge that both you (the student) and your parent/guardian have received and read the handbook.*

Student Name: \_\_\_\_\_

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

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

Parent/Guardian Name (Printed): \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

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

**Parents/guardians, please provide an email address where you active check and monitor for emails, along with your current and working phone number. This is strictly for our records. Thank you.**

Email: \_\_\_\_\_

Phone Number with area code: \_\_\_\_\_

Home Address: \_\_\_\_\_

Please write any questions you may have regarding the 2022-2023 EHS Band Handbook on the lines below. There will be a Q&A document created once all Acknowledgement forms have been submitted. Thank you.

---

---

---

---

---

To fill this out electronically, use the following link:  
<https://docs.google.com/forms/d/e/1FAIpQLSei79Hz6H1dbU67S6kreFoSNF1GtCAD5KodkNu5NP1DihkxCw/viewform>

