



# **2021-2021 HANDBOOK**

**Vines High School Band  
Handbook of Information and Procedures**

Table of Contents

Table of Contents .....	2
Introduction .....	3
Central Cluster Directors and Administration.....	4
Purpose, Mission Statements, Goals and Objectives .....	5
Concert Band Expectations .....	6
Vines Attendance Policies.....	7
Credits, Instruments, Uniforms, and Auditions.....	8
Fundraising, Jazz Band, and Private Lessons.....	9
Viking Marching Band.....	10
Vines 2020 – 2021 Calendar.....	11-12
Grading Policy.....	13
Band Rehearsal Procedures, Regulations, and Student Obligation.....	14
Student Financial Obligations, Spring Trip.....	15

## VINES HIGH SCHOOL BAND

Dear Band Students and Parents:

Welcome to the Vines Band 2020-2021. The Vines Band Staff looks forward to another successful year with our returning sophomores and welcomes our new incoming freshmen. As a member of this organization, you are an integral part of life at Vines High School. The standard of excellence set for the Vines Band program is built on the pride, discipline, and friendship of each band member. We wish every Vines Band student and parent a year filled with great joy and experiences to last a lifetime.

Sincerely,

Jonathan Cao  
Director of Bands

Chris Martin  
Associate Director of Bands

## INTRODUCTION

As a member of the Vines High School Band, you are part of one of the most outstanding high school music programs in America. The band programs in the Plano Independent School District have received consistent recognition as being among the best anywhere. The Vines Band has a reputation of being one of the strongest non-varsity programs in the North Texas Area. The Vines Marching Band has received consistent superior ratings trophies at UIL competitions since the school opened 45 years ago. In addition, both Wind Ensemble and Symphonic bands have been named outstanding band in their class at regional festivals and Wind Ensemble has received numerous awards for outstanding overall contest performance in festivals, beating out many 9-12 high school top bands.

These honors reflect the excellence of the program in which you are now a part. The attainment of these and many other honors have come as a direct result of the dedication and hard work of former members. As a current member of the Vines High School Band you are heir to a rich tradition of musical and personal integrity. **It is your responsibility to enhance that tradition and pass it to future members.**

**\*\*\*Please read this entire handbook carefully and sign/return the Vines Band Contract on the last page of this handbook.\*\*\***

## **CENTRAL CLUSTER BAND DIRECTORS**

### **Plano Senior High School**

Jason Lewis, Director of Bands  
Michael Hernandez, Assistant Director of Bands  
Mark De Hertogh, Assistant Director of Bands  
Gerardo Chavero, Director of Color Guard

### **Vines High School**

Jonathan Cao, Director of Bands  
Chris Martin, Associate Director of Bands  
Tex Bosley, Percussion Instructor  
Alex Webb, Color Guard Instructor

### **Haggard Middle School**

Judi Altstatt, Director of Bands  
Corey Anderson, Assistant Director of Bands

### **Wilson Middle School**

Kristin May, Director of Bands  
Megan Pickle, Assistant Director of Bands

### **Administration**

Superintendent of Schools ..... Ms. Sara Bonser  
Director of Fine Arts ..... Mrs. Kathy Kuddes  
Fine Arts Coordinator.....Mr. Jeremy Kondrat  
Principal Vines High School ..... Mrs. Julie-Anne Dean  
Assistant Principal ..... Ms. Tonelli Hatley  
Assistant Principal .....Mr. Reuben Davis  
Assistant Principal ..... Mrs. Amy Robison

## PURPOSE

### **Vines High School Mission Statement:**

The mission of Vines High School is to provide an educational environment that promotes personal growth, academic excellence, and social and moral responsibility for students and faculty.

### **Vines High School Band Mission Statement:**

The mission of the Vines High School Band is to develop in each student an appreciation of the art of music as part of general culture; to teach fundamentals of musical performance and techniques of musical expression; to discover the talents of students in all styles of music; and to develop knowledge and skills in listening to, reading, and performing all styles of music.

### **Band Goals:**

#### Educational

- To instill in each member the desire for success, in any endeavor
- To provide aesthetic and creative expression through music
- To educate each student in the importance of teamwork throughout their life

#### Musical

- To have, not only an appreciation for, but a knowledge of the fundamental properties of music as an art form
- To develop that appreciation by performance of the best available symphonic and marching band music

#### Social

- To develop a set of values leading to a workable and effective pattern of living
- To develop interpersonal relationships with other students and teachers through the rehearsing and performing of band music

#### Public Relations

- To help fulfill the needs of the non-musical public at Vines through functional activities
- To represent the Plano Independent School District in community, school and University Interscholastic League events

### **Specific Objectives of the Vines Band Program:**

- The student will learn all major and 6 minor scales for his/her instrument
- The student will learn rhythmic counting from whole notes to thirty-second notes and from whole rests to thirty-second rests, including 4/4, 3/4, 2/4, 2/2 (cut), 6/8, 9/8, and 12/8 time signatures
- The student will demonstrate a generally-accepted tone in the practical range of his/her instrument
- The student will demonstrate good and responsible conduct by attending all rehearsals and performances, unless excused in advance, without tardiness
- The student will present, prior to all performances, a properly maintained and clean uniform and instrument
- The student will maintain a discerning ear toward intonation, balance, and precision within the ensemble
- The student will perform all phrasing, articulation, and dynamic markings in a musical manner
- The student will memorize and perform from memory all music to be performed on the marching field
- The student will learn and interpret his/her marching assignment from either written and/or verbal instructions
- The student will be independent on his/her instrument and demonstrate that independence by performing any portion of the music and/or show individually

## **Ensembles:**

### **Wind Symphony – 3<sup>rd</sup> Period**

- Most advanced players.
- Instrumentation strictly controlled based on audition/playing ability
- Fall semester main function is marching as part of the Viking Marching Band
- Required participation in the following band activities: All-Region Auditions, UIL Marching Contest, a solo and ensemble at the Solo & Ensemble Contest, and UIL Concert & Sight-reading Contest.
- Concert Series: December thru May
- Bi-annual trip to selected out-of-town concert festivals
- The overall function of this group is to continue the student's musical development leading to membership in the Plano Senior High Band program

### **Wind Ensemble – 2<sup>nd</sup> Period**

- Instrumentation strictly controlled based on audition/playing ability
- Fall semester main function is marching as part of the Viking Marching Band
- Required participation in the following band activities: All-Region Auditions, UIL Marching Contest, a solo or an ensemble at the Solo & Ensemble Contest, and UIL Concert & Sight-reading Contest.
- Concert Series: December thru May
- Bi-annual trip to selected out-of-town concert festivals
- The overall function of this group is to continue the student's musical development leading to membership in the Vines Wind Ensemble or in the Plano Senior High Band program

### **Symphonic Band – 1<sup>st</sup> Period**

- Instrumentation strictly controlled based on audition/playing ability
- Fall semester main function is marching as part of the Viking Marching Band
- Required participation in the following band activities: UIL Marching Contest and UIL Concert & Sight-reading Contest
- Encouraged to participate in Solo & Ensemble Contest, All Region Auditions
- Concert Series: December thru May
- Bi-annual trip to selected out-of-town concert festivals
- The overall function of this group is to continue the student's musical development leading to membership in the Symphonic Band, Vines Wind Ensemble, or in the Plano Senior High Band program.

### **Rehearsal Schedule for Fall and Spring.**

Fall: Marching Band - Daily rehearsals, Monday - Friday; 7:00-8:30 AM during weeks of sectional rehearsals. One evening stadium rehearsal a couple of weeks prior to UIL Marching Contest at Clark Stadium. Students must attend every rehearsal.

Spring: Regularly scheduled weekly sectionals and ensemble rehearsals prior to UIL Concert & Sight-reading Contest.

## ABSENCES

The following will be accepted as **excused** absences:

**In all cases, the director should be notified in advance, as soon as possible via email or Absence Reporting Form found in the Members section of [www.vinesband.info](http://www.vinesband.info)**

- Death/Wedding in the family
- Illness certified through a parent or doctor in writing
- Medical appointments made before a rehearsal was announced or with prior approval from a director
- Acknowledged religious holiday, with advance notice
- College Visits
- In School ½ hour private music lessons

### **Non-Excused Absences:**

- WORK and Drivers ED are NOT excused absences!
- Family Trips
- Jobs
- Personal business
- Out – of – school athletics or music lessons
- Class tutorials (Unless approved in writing 24 hours prior)
- **If you are in question of whether or not an absence is excused please ask a director before you are absent.**

### **Marching Rehearsal Absences and Tardies**

- All members of the marching band are required to attend all rehearsals.
- The following are consequences for unexcused absences from marching rehearsals:
  - 1) 1<sup>st</sup> unexcused absence – meeting with director
  - 2) 2<sup>nd</sup> unexcused absence – director/parent phone conference
  - 3) 3<sup>rd</sup> unexcused absence – loss of permanent marching spot, student will be placed on the sideline for next marching event
- Three tardies will equal one unexcused absence.
- More than 5 unexcused absences will result in a school absence failure which means that you fail band class and lose your PE waiver for first semester.

All requests for excused absences from before or after school rehearsals are to be **REPORTED IN WRITING via email or the Absence Reporting Form on the Band website**. If an absence is anticipated, a written request for an excused absence should be **submitted at least two days** in advance. In the case of illness or family emergency, an explanatory telephone call or email prior to the rehearsal or performance is appropriate. Absence information is not to be relayed through another student.

**Failure to notify in writing** will constitute an unexcused absence that will result in a grade of a zero (0) for daily participation as well as being removed from any performances that week. (Note: All performances are test grades). Any member removed from a performance due to excessive **excused** absences will not have his/her grade affected.

## Auditions

Students should realize that the natural progression thru the high school band program is for freshmen to be in Symphonic Band or Wind Ensemble and sophomores to be in Wind Ensemble or Wind Symphony. While there have been many exceptions to that, it is important to remember that placement must be almost solely based on the Spring Audition for the next year. Since we have students from Vines, being auditioned with students from our feeder middle schools, we feel we must rely on the audition process to be fair to all.

## Summer Band

Scheduled three weeks prior to the beginning of the school year, the Pre-School Camp for freshmen and sophomores will include marching and playing rehearsals. Please see calendar at [www.vinesband.info](http://www.vinesband.info) for times, dates, and locations.

## Academics

Students are required to meet all eligibility requirements by U.I.L., the State Board of Education and Plano ISD. Extra-curricular activities are included in the NO PASS, NO PLAY Policy.

## Credits

It is possible to be in band all four of your high school years and meet every graduation requirement. Please see the four-year plans that can be provided by your counselors.

## Instruments

School owned instruments are furnished exactly as they were at the middle school level. School owned instrument checkout requires a 1 year instrument maintenance fee of \$85.00. School owned instruments include: Tubas, Sousaphones, Euphoniums, Horns, Mellophones, Bass Clarinets, Tenor and Bari Saxes, Oboes, and Percussion. Most of these players will also receive a "marching" instrument for the fall. Please make sure insure the school owned instruments that you are borrowing. The holder of the instrument "you" are responsible for all damages (beyond normal use) stolen property, and lost equipment. The district and directors recommend that you add the school owned instrument to your renter's or home owners insurance as soon as possible to cover you in any possible loss.

## Uniforms

The district furnishes the basic performance uniform parts.

Students order and pay for their shoes, performance band shirt. Black socks are to be worn with the black shoes. Orders will be picked up on uniform pick up day in August. Performance shirts are worn under the band uniform, at pep rallies and other band functions.

Below are the **replacement** costs for uniform parts:

Uniform coat	\$136.72
Uniform trouser	\$67.80
Hat	\$39.99
Plume	\$11.75
Hanger	\$5.00
Garment Bags	\$22.00



## **Private Lesson Program**

The Plano Fine Arts Department has a strong private study program, which is approved by the Plano I.S.D., supervised by the Director of Fine Arts, and managed by the head director in each senior high school attendance area. The teachers who participate in the private study program are highly qualified professionals who are approved by our own staff members.

Individual, private lessons are offered for each instrument at Vines. Lessons are scheduled during band class, before or after school, or sometimes during lunch. These are very important and all students should consider lessons as a way to better themselves as an individual musician. Teachers are paid a lesson fee of \$20 per 25 minute lesson.

## **Fundraising Activities**

There are 3 main fundraisers in which the Vines Band students and parents participate:

- SNAP Raise (August)
- Pecan Sales (usually in October)
- Mattress Fundraiser (November)
- Vines Band Annual Café Virtuoso (usually in late January or early February)

These fundraisers are to help each student pay any expenses that are required to be in the Vines Band Program. Each student makes an equal contribution to the booster budget and any fundraised money from a student will be put towards their yearly fees. The Vines Band Boosters, are a vital part to helping the Vines Band Program continue our success and the yearly fees that are collected help our band and your students. The treasurer for the booster program can help you set up a payment plan or you can pay the total sum in one payment. The treasurer will be present at the August uniform pick up day to answer any questions you may have.

## **Jazz Ensemble**

The Vines High School Jazz Ensemble will meet after school and as a regular class period. The focus for the Jazz Ensemble is two-fold: 1) to educate the student membership in the style and literature of jazz and 2) to provide performance opportunities in which the membership may demonstrate what they have learned in the class. The course is a full year course, receiving 1 full credit. Membership in the Vines Jazz Ensemble carries a pre-requisite of membership in the Vines Band program. Instruments that do not require membership in the Vines are guitarists, pianists or bassists. \*Requires approval of the director.

# The Viking Marching Band

Every member of the Vines High School Band is a member of the Viking Marching Band.

In order for our band program to be successful, we need for each student to commit to the following:

- Attend Summer Band Marching Rehearsals
- Develop a good work ethic
- Demonstrate a high level of playing on your specific instrument
- Demonstrate a high understanding of marching fundamentals
- Attend all marching rehearsals during the school year
- Consistently attending regularly scheduled marching rehearsals
- Perform the marching show music from memory
- Successfully learn and memorize a marching show position

**\*\*All students will be involved in every football game performance\*\* (Pending Eligibility)**

All students are required:

- To have their Vines Purple back packs on the field for every rehearsal
- To be on time for every marching rehearsal
- To have their flip folder with them at all rehearsals, pep rallies, and football games
- To have a pencil and their coordinate sheet with them for every marching rehearsal
- To uphold the integrity and honor of the Vines Band Program
- To take care and maintain their marching uniform
- To follow all guidelines laid out in the Vines HS code of conduct

## GRADING POLICY

1. Grades are based on the following criteria:
  - a. Playing Tests – includes any playing tests and performance related grades
  - b. Written Tests – includes any written scale or rhythm tests and tests on definitions or terminology
  - c. Ensemble Rehearsal Skills – an evaluation on the students preparedness and work ethic in rehearsals
2. Tests will be given over a variety of materials such as:
  - a. Scales – Major and minor
  - b. Arpeggios – Major and minor
  - c. Marching Music
  - d. Memorization of Marching Music
  - e. Concert Music
  - f. Etudes for All-Region auditions
  - g. Any assignment given by director in class
3. Grading of tests will include musical content areas such as tone quality, intonation, style, rhythmic accuracy, precision and articulation, and musicality.
4. If a student misses a test due to an excused absence, that test must be made up within five (5) school days or a grade of zero (0) will be recorded and averaged into the final six weeks grade. If a student misses a test due to an unexcused absence, there will be no opportunity to make up the test (unless student has spoken with director), and a grade of zero (0) will be recorded and averaged into the final six weeks grade.
5. The “No-Pass-No-Play” rule affects all Fine Arts classes, including band. If a band student fails any course in any given six weeks he/she will NOT be eligible to participate in any band activities for the next three (3) weeks, unless it is an advanced level course and waivable. These participation type activities include: football game performances, UIL Marching Contest, Region/State auditions and/or performances, UIL Solo & Ensemble Contest, UIL Concert and Sight Reading Contest, and/or musical festivals (Spring Trip). Daily band rehearsals in class and local concerts at school are considered curricular events because they are considered to be an “extension of the classroom activity”. Ineligible students are expected to attend all rehearsals.

## BAND REHEARSAL PROCEDURES

Proper rehearsal procedure is the only way any musical group can improve and reach its potential. We attempt to emulate the best example possible in this area: the professional wind band. At the beginning of each rehearsal (when the tardy bell finishes ringing during daily rehearsals, otherwise at the predesignated start time), students should be in their place, whether in a chair inside, or a marching rehearsal spot. Students should have all required music, pencil, calendar, and any other equipment required. Instrument cases should be closed and returned to their pre-assigned locker. Student backpacks or book bags should be placed in the designated place inside of the band hall (not underneath their chair) at the start of each rehearsal. Tardies will be handled according to school policy.

Posture during rehearsal should always be that which encourages greatest playing efficiency. Remember, we are playing high-level music that demands your best efforts. Both feet should be flat on the floor to establish proper body balance. The back should be straight to permit free use of the arms and proper breathing. The instrument should be held properly to allow the easiest playing technique with the least fatigue. Proper posture and instrument position have been developed through centuries of experimentation to produce the best results with the fewest problems. It is essential that we use this knowledge to enhance our performance.

## CONDUCT RULES AND REGULATIONS

1. Respect others
2. Respect school and personal property
3. Talk only at appropriate times
4. Do not bring food or drink into the band room
5. Bring all materials to class
6. All school guidelines are to be followed while in the Vines Band Program

## CONSEQUENCES OF MISCONDUCT

1. Warning/Conference with director
2. Telephone call to parent
3. Referral to Administrative Team
4. Removal from Band

## MUSIC

**Every person is expected to bring their binder and music to EVERY rehearsal. Pencils are also required for each rehearsal. This will be checked periodically. All changes in the music and major rehearsal suggestions should be marked in these parts. Please handle music carefully and responsibly. Failure to bring music to rehearsal will result in a lowered Ensemble Participation grade.**

## FAMILY CONTRIBUTIONS

Each year the Vines Band Booster Club works with the band directors to fulfill the goals of the music program to promote, encourage and foster appreciation, knowledge and skill in music. In addition to the many volunteers, the booster club provides funds for the music and design of the marching show, clinicians, equipment, awards ceremony, and socials. While the district itself provides some funds, it is not enough to cover all that is needed to uphold the needs of the students in the Vines band program. Therefore, each student will have a family contribution payment based on the budget for that school year. Please note that students will also have opportunities to fundraise throughout the fall and spring to apply towards their family contribution. All family contributions are due by March of 2021 and we will help you set up a payment plan to meet your family obligations.

We want to thank families in advance for their help; we know that the Vines High School Band will be successful in part because of your dedication to the program.

-The Vines Band Boosters

## SPRING BAND TRIP

In addition to local performances, the Vines High School Band will make a Spring Trip to perform at a regional band festival in even numbered years. All members of the band are encouraged to perform with their group. We must have all band members participate to be our best.

On this trip:

- Students must meet all local and state eligibility requirements to participate in the competition.
- Students must be able to perform satisfactorily the materials assigned for performance.
- Students must have attended rehearsals necessary for the preparation of the performances and performed at UIL Concert and Sight Reading Contest.
- Students must fulfill their financial obligations to the organization.
- Students must have trip contract on file with all payments completed.

## YEARLY FINANCIAL OBLIGATIONS

All payments for Vines HS band uniform & fees are due in July. All other obligations will be collected starting in August 2020. The Vines band booster treasure will be collecting all fees at this time. Please know that all students will have the opportunity to earn all required fees for the remainder of the year through several different fundraisers. Funds must be made in the form of check, cash, or fundraisers. Failure to follow the schedule of payments can result in cancellation of your planned band activities. Also, please note that all students are required to pay for solo and ensemble and all region auditions on their own. These payments will be collected at specific deadlines throughout the year. The directors will communicate these deadlines to you so you may have plenty of time to gather the funds.

**\*\*\*Please review the TRIP CONTRACT for specific guidelines relating to trip costs, activities, student's eligibility and refunds.**

## Request for Private Music Lessons

The Plano ISD Supplemental Music Lesson Program provides students with the most effective opportunity to improve their musical ability through private study with an instructor specializing in their instrument. Unlike the larger band classes, which are designed to teach fundamental skills to multiple students, private lessons allow each student to receive custom-tailored instruction to develop his or her specific needs. Lessons last approximately 25 minutes and cost only **\$20** per lesson (outside the schools, lesson costs can range from \$25-\$150 per lesson!). Our senior high directors audition private instructors in order to maintain high lesson quality, and private instructors must undergo regular criminal background checks in the interest of safety.

Private music lessons are certainly not required for your child to be successful in band, but are highly encouraged. Most advanced students do study privately. Lessons are intended to be enrichment activities and will actually become the focus of each student's individual practice and development. The earlier students start lessons, the more effective they are. Private lessons are not a part of your child's grade.

Every effort is made to place any student desiring supplemental music lessons with an approved teacher. If a teacher is not available, the student's request for lessons will be kept on file until an approved instructor is available.

Private teachers maintain their own schedules and handle their own financial records. Some lessons may be scheduled during your child's band class or before or after school depending on the instructor's schedule. Once a student is signed up for private lessons, they are expected to continue with lessons. If the student wishes to discontinue lessons, the student's parents must provide two weeks notice to the private instructor. Each private teacher will provide more information about scheduling and payment.

Please complete and return this form to your child's director indicating your receipt of the information and your intentions regarding private lessons through Plano ISD. Please contact the directors if you have any questions.

**Student's Name:** \_\_\_\_\_ **Instrument:** \_\_\_\_\_

**Student's Band Director:** \_\_\_\_\_ **Band Class Period:** \_\_\_\_\_

**Please check the appropriate space below:**

\_\_\_\_\_ I am already taking private lessons from \_\_\_\_\_.

\_\_\_\_\_ I wish for my child to take private lessons. **Please have an approved private teacher contact me at the following phone number or email address:**

\_\_\_\_\_

\_\_\_\_\_ I am not interested in private lessons at this time. I understand that I may contact the band staff at any time should I wish to take advantage of private lessons.

\_\_\_\_\_  
**Parent Signature**

# Vines High School Band Handbook Contract

**All students must sign and return this sheet with parents' signature in order to be a member of the Vines High School Band.**

**I HAVE STUDIED THE ENTIRE HANDBOOK AND UNDERSTAND ITS CONTENTS.**

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_  
Vines High School Band Member

PRINT NAME \_\_\_\_\_ DATE \_\_\_\_\_

**I HAVE STUDIED THE ENTIRE HANDBOOK AND UNDERSTAND ITS CONTENTS.**

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_  
Member's Parent(s) or Guardian

PRINT NAME \_\_\_\_\_ DATE \_\_\_\_\_

**PARENT/STUDENT UIL MARCHING BAND  
ACKNOWLEDGEMENT FORM**

No student may be required to attend practice for marching band for more than eight hours of rehearsal outside the academic school day per calendar week (Sunday through Saturday). This provision applies to students in all components of the marching band.

On performance days (football games, competitions and other public performances) bands may hold up to one additional hour of warm-up and practice beyond the scheduled warm-up time. Multiple performances on the same day do not allow for additional practice and/or warm-up time.

Examples Of Activities Subject To The UIL Marching Band Eight Hour Rule.

- Marching Band Rehearsal (Both Full Band And Components)
- Any Marching Band Group Instructional Activity
- Breaks
- Announcements
- Debriefing And Viewing Marching Band Videos
- Playing Off Marching Band Music
- Marching Band Sectionals (Both Director And Student Led)
- Clinics For The Marching Band Or Any Of Its Components

The Following Activities Are Not Included In The Eight Hour Time Allotment:

- Travel Time To And From Rehearsals And/Or Performances
- Rehearsal Set-Up Time
- Pep Rallies, Parades And Other Public Performances
- Instruction And Practice For Music Activities Other Than Marching Band and its Components

NOTE: An extensive Q&A for the Eight Hour Rule for Marching Band can be found on the Music Page of the UIL Web Site at: [www.uil.utexas.edu](http://www.uil.utexas.edu)

“We have read and understand the Eight-Hour Rule for Marching Band as stated above and agree to abide by these regulations.”

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

This form is to be kept on file by the local school district.