Cele Middle School

Colt Band

"Commitment usually means giving up convenience, going the extra mile, inviting personal discomfort, embracing confrontation, sacrificing instant gratification for the mission at hand. There are no miracle solutions. Excellence is achieved through commitment."
~Dr. Tim Lautzenheiser

2026-2027 Handbook

Brian Edwards, Director of Bands
Allegra Wolff, Assistant Director
Zach Duncan, Assistant Director
Hunter Langhans, Percussion Instructor
Ben O'Connor, Principal

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Welcome!

Welcome to the Cele Middle School Band Program! It is with great enthusiasm and excitement that we introduce our band program to you in more detail. The CMS band program has established a wonderful tradition of excellence and we are glad you have chosen to be a part of it.

Your child's participation in our band program is beneficial in many ways. Band students are engaged daily in a highly creative performing art that stimulates growth in areas of the human brain that no other discipline can. This growth effortlessly transfers into your student's academic life. In addition, our band students will develop traits such as teamwork, responsibility, dedication, self-discipline, social skills, confidence, leadership, and dependability. Membership in our band program will give everyone a sense of accomplishment, pride, and respect as the students develop musical and personal skills that will enrich their lives.

This handbook outlines the guidelines and expectations for making this year a success for all involved and serves as a guide and resource for students and parents. **Both students and their parents should take the time to read this handbook thoroughly.** Upon completion, the contract that is linked at the end of this handbook (or downloaded from our website) should be signed and returned to school, indicating your understanding of these guidelines and expectations.

****Enrolling in band is a full-year course, and students who enroll are expected to commit to the full academic school year.****

Contact Information

The directors encourage positive communication and are willing to discuss any aspect of a student's progress in band with his/her parents. **The best and fastest way to communicate with a director is through email.**

Brian Edwards, Assistant Director
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WRITE A NOTE

You may send a note with your child. Please include a phone number and/or email address where you can be reached and the best time to reach you.

CONFERENCE PERIODS

The director's main conference period is daily from 8:20 a.m. to 9:10 a.m. ***If you would like to meet, please schedule an appointment with your child's respective director.***

Please understand that communication with you, the parents, is a high priority for us. We want to address concerns and make every situation the best for each student. Please contact us for clarification on any concerns before they become major issues.

It is difficult to reach us before or after school due to sectionals and student help sessions. If we are working with students, please understand that they are our highest priority and deserve our complete attention.

EMAIL POLICY

We will be sending home many updates and communications via email throughout the year. Due to the nature of email, all major concerns will need to be addressed through conferences or phone communication. This is to avoid any misunderstandings or unclear intentions through email communication. Parents are encouraged to use email to get more information or clarification regarding events or to schedule a parent conference.

STUDENT COMMUNICATION

Students are also encouraged to communicate with the directors before concerns become issues. They should do this in person at an appropriate time, one-on-one. Again, clarification and solid communication will keep everything running smoothly throughout the entire year.

We will be sending home many updates and communications via email throughout the year. Please make every effort to read this information carefully, check the website and calendars often, and keep us informed of any conflicts. The sooner we know of a situation, the more options we have in solving problems.

Goals and Objectives

- Organizational skills
- Practice techniques
- Mental and physical discipline
- Citizenship through group endeavors
- Cultural growth
- Value judgments
- Music theory
- Proper instrumental technique
- Life lessons
- Creative self-expression
- Aural skills
- Ethics/10 Ethical Principles
- Teamwork/social skills
- Performance skills
- Music appreciation
- Responsibility
- Accountability

Conduct Expectations

Band members will observe all procedures set forth by Pflugerville ISD, in addition to the following, as they pertain to the instrumental music setting:

- Any behavior not representative of good citizenship, as perceived by the band staff, may result in the student's dismissal from the activity at hand and the band program. This also applies to the actions of student leaders in both public and private events.
- Students will follow the directors' instructions.
- Students will be in their assigned rehearsal area with all necessary equipment at the beginning of rehearsal.
- Students will keep their hands and feet to themselves.
- Students will not use or play on equipment they do not own without permission from a director.
- Students will not touch, handle, borrow, or use anyone else's instrument, uniform, or personal belongings.
- Students should request permission to speak by raising their hands and waiting to be acknowledged. All rehearsals are expected to be extremely quiet so that time will be utilized wisely and efficiently.
- Students will not disturb any rehearsal in progress when allowed in the band hall, either before, during, or after school.
- Students will respect the property of others and return their equipment to its proper storage place when not in use. Students should keep their equipment in the designated storage area and keep it clean and neat in appearance. Students who have difficulty with this may lose the privilege of having a storage area in the band hall.
- Students will not deface or mark on music stands, chairs, walls, etc.
- Students will not write on the dry-erase boards without permission from a director.
- Students will not touch any dry-erase board, bulletin board, or mirror hanging in a practice room.
- Students will utilize their assigned locker for instrument cases during rehearsals. Cases should not be brought into rehearsal set-up unless requested by a director (exceptions: flute, clarinet, and oboe).

Digital Citizenship

Maintaining a higher standard of conduct will also ensure that band member websites and communication on social media are appropriate. The internet is a worldwide, publicly accessible form of communication. Any communication appearing on the internet is public domain, even if it is marked private. Students are responsible for their personal websites and posts on or from other students' websites. Additionally, students may not create any website or social media group that implies a connection to or appears to represent a PfISD organization. The areas of inappropriateness include but are not limited to profane, foul, or disrespectful language (abbreviated or alluding to), pictures, suggestive poses, clothing, references to alcohol, drugs, and/or tobacco, and postings (either verbal or photos) that could be interpreted as being negative or threatening towards other PfISD teaching staff or band members, or that demonstrate poor sportsmanship or a disrespectful attitude toward other bands. Any such incident will result in a review by the principal (or designee) and may lead to probation or dismissal from the band.

In addition to considerations listed above under Probation and Dismissal, band members who violate the above guidelines shall be subject to the following:

- Upon confirmation of a violation, the member will be directed to remove any offensive items from the website(s) and to collaborate with the director to provide an action plan to deter future instances of similar behavior, which will be presented to the principal, directors, and band members. Items in the action plan may include, but are not limited to, an apology to the band and directors, training in the proper use of social media, or other actions deemed appropriate by directors or campus administration. Parents/guardians will be contacted and made aware of the offensive behavior.

- If a more serious violation occurs, including, but not limited to, a threat, bullying, inappropriate and/or foul language, or a series of violations, the student may be subject to a higher level of discipline as determined by the director and school administration, such as suspension, probation, or dismissal from the band.

Due Process

All Pflugerville ISD students are entitled to due process following PfISD guidelines. Our goal as a staff is to ensure that all students are treated fairly. Please contact one of the directors if you have any concerns. We will work with you to resolve problems. We are here to provide a quality music education for all our students.

Financial Obligations

The Cele Middle School Band believes that no student should be denied the opportunity to join the band due to financial hardship. Parents should contact the director for options for meeting financial obligations.

Fundraising

We have several fundraisers planned for the school year. Participation in fundraisers is encouraged but not required. Fundraisers will be used to defray the cost of student fees and trip expenses. Any other money raised will be used to purchase additional materials and equipment for the CMS Band Program. **Due to budget limitations, this has become a necessity.** If the money is not funded, then any expenses will be paid to the band department from the family's financial resources. Below are estimated events/costs of student activities:

- Band Spring Trip (all eligible members) - approximately $100.00 - $140.00
- Pizza Party or incentive days (all members) - $5.00 - $7.00 for each occurrence
- Possible Contest Fees not covered by PfISD budget (District Band & Region Band) - 7th/8th grade bands only - $15.00 for each occurrence

A portion of the fundraiser profit (usually 10%) will go towards operating expenses for the band program. Operating expenses are defined as expenditures not covered by the PfISD budget. Our "wish list" includes but is not limited to extra music for concerts, funds to bring in guest clinicians, supplies, technology, sound equipment for the band department, commissioned music, instrument accessories, fees, and/or deposits for honor band entries and other competitions.

Fundraising money will belong to CMS and PfISD. All fundraising money is the property of the CMS activity account. As per PfISD policy, the funds raised will belong to the band, not the individual student who participated in the fundraiser.

Fundraising money can only be used to offset the band's student expenses, not individual student expenses. **Students must turn in all fundraising money and have a zero balance to attend the Spring Trip.**

Donations are accepted to help the program. Any funds donated to the CMS band program are for expenses other than student fees and trip expenses. These include but are not limited to, instrument repair, equipment replacement, helping families in need, and unforeseen expenses that might occur. All donations are greatly appreciated.

Data Collection - Privacy Notice

The CMS Band Directors use an online data information and communication website (e.g., Presto Assistant, Google calendar, Cele Website, etc.) to inform members about events, rehearsals, and other important updates. Depending on the level of access set by the director or teacher, the website may contain contact information for students and parents, directory information for students, and confidential details such as payment records, account balances, uniform information, grades, practice logs, and more. Users and administrators of the website agree to protect the privacy of the information and not use it for any non-program-related purposes.

The CMS Bands

Wind Ensemble—selection into this group is by demonstration of musical excellence throughout the year, director recommendation, and academic proficiency. Members in this ensemble will participate in the TMEA Region Band process, Solo and Ensemble Contest, preparations for possible special honor concerts, and UIL Concert and Sight-Reading Evaluation. **Members of this group will have one section rehearsal/assigned hearing time outside of the school day each week. As UIL or other special performances arise, additional full band rehearsals will be added with advance notice. These rehearsals are MANDATORY for Wind Ensemble Members (see calendar).** The Wind Ensemble will give numerous performances both on and off campus.

Symphonic Winds—selection into this group is by musical ability, director recommendation, and academic proficiency. This group will participate in the Solo and Ensemble Contest, UIL Concert and Sight-Reading Evaluation, and fall and spring concerts. Members of the Symphonic Band are highly encouraged to participate in the TMEA Region Band process. Members will have one section rehearsal/assigned hearing time each week outside of the school day. This group will give a variety of performances throughout the year.

Concert Band—selection into this group is based on musical ability, director recommendation, and academic proficiency. This ensemble is for 7th and 8th grade students who have completed at least one year of band. This group will participate in the Solo and Ensemble Contest, UIL Concert and Sight-Reading Evaluation, and fall and spring concerts. Members will have one full band rehearsal each week outside of the school day.

Jazz Band—selection into this group is based on music literacy and the need for select instrumentation. Students in this elite program must be enrolled in one of the concert bands. This group will perform for the community multiple times throughout the year and compete at one major jazz festival in the spring.

Band Placement

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

- Instrumentation needs and limitations
- Eligibility status
- Overall performance and consistent progress throughout the entire year
- Attendance at **ALL** band functions
- Attitude and behavior

Because a band is a team, and missing parts and an imbalance of instrumentation compromise the entire group, participation in the CMS Band program is at least a one-year commitment.

Special Note: Students must pass band and have a director's recommendation to be enrolled for the next year.

Care of Facilities

- No gum, food, or drinks are allowed in the band hall except when authorized by the directors.
- All trash should be deposited in the provided wastebaskets.
- Acts of vandalism or the willful misuse of school property will be dealt with severely and appropriately. Every band member is responsible for helping the directors monitor the facility and control vandalism, including writing or carving on walls, destroying music, or breaking school property.
- No student is allowed in the percussion/concession room without permission.
- Practice and ensemble rooms are designed for practicing, not social gatherings. There should never be more than 2 students in a practice room at a time. The only exception will be during chamber or small sectional rehearsals.
- Please knock on the office doors, and you can enter if you're invited in. Otherwise, offices are off-limits to students. Students may not use directors' phones without permission.
- Non-band members may not use the telephone in the band hall. This phone is not for personal calls but may be used to call parents for rides, etc.
- Students must ask permission to use the phone; all calls will be limited to two minutes.
- Students should never sit at a teacher's desk.

Attendance

Each member's attendance is essential to maintaining a high-quality band program. While the CMS band follows all school and district policies and procedures, the following additional guidelines outline the attendance procedures and policies for the CMS band. **These attendance guidelines also apply to activities held outside of the school day.**

Excused Absence

Absences during the school day will be excused according to district guidelines. **Absences from activities held outside the school day will be excused at the directors' discretion.** Appointments, tutorials, etc., are **not excuses for absence.** Absences due to personal illness requiring medical attention, death in the family, or other extenuating circumstances (approved by the director) may be considered for excused status. Students who are continually ill may be required to provide a doctor's note releasing them from participation. Absences should be discussed with a director to determine whether or not they will be excused. **Some excused absences may still result in removal from a concert performance, contest, or trip.** ***An excused absence from a sectional may still require a make-up sectional at the director's discretion.***

Unexcused Absence

Students with an unexcused absence from any required band activity will receive a zero in the grade book. In some cases, students may be required to attend a like-instrument sectional before their next scheduled sectional or the zero stays. Rehearsals, concerts, contests, and competitions cannot be made up. Students with an unexcused absence from a sectional rehearsal may be required to schedule a make-up time with their band director within one week. Absences should be discussed with a director to determine whether or not they will be excused or unexcused. (See Sectional Policy for Unexcused Absences)

Concerts/Performances

Concerts and performances are an integral component of the band curriculum. Students should consult their band calendars for dates and times. Each concert ensemble will perform at various times throughout the school year and are **mandatory.** Periodically, the schedule may change, and updates will be communicated. Concerts have three parts: warm-up, performance, and listening. For the student, the concert begins at the warm-up. Punctuality is essential. A concert concludes after the last group has performed, and directors permit students to be dismissed. A general report time will be given to all students. If a performance causes a student to miss another class, the student is responsible for making up all missed work.

Performances of the 7/8th Grade ensembles will include but are not limited to the following:

- Veterans concert **(mandatory)**
- Hauntcert
- Winter Concert **(mandatory)**
- Recording sessions
- Band festivals
- Pre-UIL Contest **(mandatory)**
- UIL Contest **(mandatory)**
- Spring Trip Festival
- Spring Concert **(mandatory)**
- Region 26 All-District/Region Band Tryouts—All-District and All-Region Band Auditions are a **requirement** for all **Wind Ensemble students**. Students in the Symphonic/Concert bands are strongly encouraged to attend this event. It is a large portion of the fall preparation, as it helps to develop a player's performance abilities.
- Chamber & Solo Recitals **(mandatory)**
- Other events as scheduled

Performances of the 6th Grade ensembles will include but are not limited to the following:

- Baby Band Night
- Winter Concert **(mandatory)**
- Spring Concert**(mandatory)**
- Solo/Ensemble Recitals **(mandatory)**
- Spring Trip Festival
- Other events as scheduled

Special Note: Students absent from school for any reason or students in alternative placement on the day of a concert, contest, or competition may not participate.

Daily Supplies

Each student should plan to bring the following items to rehearsals and/or performances. The directors may add other items at their discretion.

- All issued music
- Selected music books by class
- Pencils and highlighters
- Instrument (with case name tag)
- All supplies relative to their instrument
- Black band binder (with labeled dividers)
- Korg TM-40 or TM-50 metronome/tuner
- Korg Contact Microphone Pickup
- Other equipment as needed

Grading Guidelines

PfISD band programs have instructional objectives related to the mandated Texas Essential Knowledge and Skills (TEKS) for grade-level subjects or courses. These objectives are aligned to address the academic skills needed for successful performance in the next grade or next course in a sequence of courses. Assignments, tests, projects, classroom activities, and other instructional activities are designed so that the student's performance indicates mastery of the instructional objectives. The student's mastery level of these objectives is a major factor in determining the grade for a subject or course.

Students will be expected to meet the responsibilities for each band class as determined by the director. Since band is an academic music class with some extra-curricular activities attached, the band student's grade will reflect achievement in both curricular and extra-curricular areas.

General Grading Guidelines –Beginning Band

Students will be graded through a weekly assignment based on the following scale:

- ***Performances and Tests - 60%***

  Includes both written and playing tests, concert attendance, and contests. Students will be graded on supplies, punctuality, and concert dress.

- ***Daily Participation - 10%***

  Includes: Instrument, Music, Supplies, Class Work, Assignment Sheets, Attitude and Participation

- ***At Home Practice - 30%***

  Parents should encourage and help their child to develop practice habits of at least 30 minutes a day. All instruments should be taken home every day.

General Grading Guidelines – 7th/8th

Students will be graded through a weekly assignment based on the following scale:

- ***Performances and Tests - 60%***

  Includes both written and playing tests, concert attendance, and contests. Students will be graded on supplies, punctuality, and concert dress.

- ***Daily Participation - 10%***

  Includes: Instrument, Music, Supplies, Class Work, Assignment Sheets, Attitude and Participation

- ***Instructional Extension of Class - 10%***

  Includes: Sectionals and extra rehearsals

- ***At Home Practice - 20%***

  Parents should encourage and help their child to develop practice habits of at least 30 minutes a day. All instruments should be taken home every day.

The following list gives students and parents examples of items that may be subject to grading. Additional assignments may be given at the discretion of the director.

- The student will receive a grade for each before or after-school section or full rehearsal during a grading period.
- The student will be on task and focused during rehearsals.
- The student will have their instrument, music, pencils, and supplies in rehearsals.
- The student will be prepared to play his/her part successfully.
- The student will mark music and take notes as needed.
- The student will be expected to improve individual music skills.
- The student's individual skill development will be evaluated through recorded music tests, individual playing tests, scale tests, and/or written tests.
- The student will be evaluated on improvement of ensemble skills during daily rehearsals.
- The student will be expected to improve his/her performance fundamentals.
- The student will be evaluated for improvement of his/her music fundamentals through daily observation during the "basics" part of each rehearsal and sectional.
- The student will be expected to demonstrate correct posture, hand position, embouchure, air production, and articulation as monitored during rehearsals.
- The student will be expected to develop a historical knowledge of the literature relative to their respective instrument.
- The student will receive a grade for each performance during a grading period.

Weekly Assignments

The rewards of playing a musical instrument increase based on the hours invested in individual practice. The key is to set aside a designated time every day for practice. Set up a daily schedule to ensure that practice is an important part of your daily studies.

- Class Performance includes good behavior, daily participation, and preparedness for rehearsals.
- Assignment Sheets should accompany the weekly assignment
- 210 minutes of practice time per week for Wind Ensemble students
- 180 minutes of practice time per week for Symphonic, Concert, and Beginning Band students
- Any written assignments can be turned in one day late, 10 points off
- Can be emailed to the appropriate director
- Extra credit for more than the required amount of time

Weekly Assignments will NOT be accepted after the 1 day late rule!!

Hearing Times

In addition to sectionals, students in the Wind Ensemble, Symphonic, and Concert Bands may also be required to have a seven-minute hearing time each week. This will allow for testing outside of class or sectional time and provide the student with one-on-one time with a director. The hearing times will also allow the directors to see how each student is developing individually and will help meet individual needs.

Students may select the hearing times and days. Times will be available before and after school on most days. We intend to work with the other organizations in the school. Please find out about all school responsibilities as soon as possible so that we can do our best to accommodate other schedules.

Eligibility

All PfISD Bands adhere to the eligibility rules and regulations as stated by TEA and PfISD. Some band activities are designated as extra-curricular. Eligibility requirements govern students participating in these activities. A student shall be suspended from participation in all extra-curricular activities sponsored or sanctioned by the school district during the six weeks following a grade reporting period in which the student received a grade lower than seventy in any class. Loss of eligibility does not take effect until seven days after the end of the reporting period. Ineligible students

are not suspended from practice or rehearsal for extra-curricular activities. The student is not suspended from participation during the period in which school is recessed for the summer or any other vacation time. Students may regain eligibility under certain circumstances. If a student has been suspended as a result of failing, he/she may regain eligibility by passing ALL courses by the third week of the following grading period. Reinstatement of eligibility would occur seven days after the three-week progress report period (see TEA/UIL Side by Side).

The eligibility law does not affect activities that are considered curricular components of any course. Examples of these activities are all rehearsals and performances that take place as a regular extension of classroom instruction. Any performance that is competitive or for which admission is charged is deemed extra-curricular.

In addition to the eligibility rules and regulations, as stated by TEA and PfISD above, students are required to pass the 3rd nine weeks and must not receive an in-school suspension placement during the spring semester to attend the spring trip.

District-Owned Instruments

PfISD provides a limited number of instruments for student use. These instruments include the bassoon, oboe, bass clarinet, tenor saxophone, baritone saxophone, horn, euphonium, tuba, and general percussion equipment. The school district generally purchases this equipment for student use because of its expense. Thus, *all district-owned equipment must be handled with care*. Students failing to take proper care of their district-owned instruments may lose the privilege of using such instruments.

The following is a list of general procedures for district-owned instruments:

- If possible, students who play large instruments and are dependent upon PfISD buses may be issued one instrument for home use and one for school use. This will be at the discretion of the directors and will be based on instrument availability and transportation needs.
- **PfISD does not provide insurance for individually-owned or district-owned equipment. All students utilizing district-owned instruments are required to provide insurance coverage for the instruments issued to them. Students will be held responsible for damage caused to all district-owned instruments issued to them. Students and parents must sign an instrument checkout form before the student can use an instrument.**
- Each instrument will be issued in good playing condition. Students are expected to maintain their issued instruments accordingly.
- The band member is financially responsible for all equipment and/or materials checked out to him or her.
- All equipment and materials must be kept in their proper storage location when not in

use.

- **PflSD will assess a fee of $100 for routine summer cleaning and maintenance of district-owned instruments.**
- District-Owned Instruments should not be taken outside of the United States.

Special Note – District-owned instruments are not to be treated as "free" instruments. Basic supplies must still be purchased, and repairs must still be made. Please treat these instruments as if they were your own. Most district-owned instruments exceed $2,000 in value. **Obtaining private insurance on school-owned instruments is strongly encouraged.**

Instrument Storage and Identification

Instrument lockers are to be used for instrumental storage ONLY!! Each student is assigned a specific locker, which is to be kept clean. Instruments are to be put in their cases, and the cases are kept closed and latched while in the storage area. NO INSTRUMENTS ARE TO BE KEPT IN LOCKERS OVERNIGHT OR OVER THE WEEKENDS. Beginning Band students will begin to consistently bring their instruments home as soon as their band director instructs them.

All instruments MUST have a name tag. This is for the safety of your child's instrument. CMS and PflSD are not responsible for identified or unidentified instruments that are stolen due to lockers being unlocked or name tags missing.

It is suggested that all personal instruments have the proper insurance coverage. Instruments ARE NOT insured by Cele Middle School or Pflugerville Independent School District.

Band students will take home their instruments and band binders **every evening.** Students are expected to practice regularly outside of band class and private lessons.

Students are **not** allowed to leave their instruments unattended at any time. **There will be consequences for any student whose instrument is brought to us by another student, teacher, etc., whether found on or off school property.**

Section Rehearsals

All 7/8th grade students with one year or more of band experience will have at least one weekly section rehearsal with their band's section. Students are expected to be punctual and prepared. Absence from section rehearsals must be in accordance with the attendance policy. Students must make every effort to attend. Section rehearsals are an extension of the classroom and are graded accordingly. Section rehearsal schedules may be found on the band website or by contacting the student's director.

Each sectional must begin on time with everyone in attendance. Students who miss a sectional will

not receive credit for participation and must make up the time within one week of the missed rehearsal. Please be aware of your child's sectional day/time and make every effort to ensure that he/she is on time and ready to learn! Please do not schedule a dentist, doctor, or other appointment during your child's sectional. It will cause him/her to fall behind the rest of the group.

An **excused absence** can be made up by individual practice for **one hour** or attending a similar instrument sectional (with director approval).

An **unexcused absence** can be made up by individual practice in the band hall for **two** hours. In some cases, students may be required to attend a like-instrument sectional before their next scheduled sectional or the zero stays.

Students who miss a sectional (excused or unexcused) have one week after they return to school to make up the missed sectional. After a week, the absence will be considered unexcused, and a grade of zero will be recorded.

Unexcused absences will result in student and parent notification. Three unexcused absences (regardless of whether the time is made up) will result in removal from the competition group until all competitions are finished.

Students will be on task and focused during section rehearsals. Students are expected to come prepared. *Coming unprepared to sectionals could result in removal from the sectional and a zero.*

Private Lesson Program

This is a district-wide program that provides a high-quality enhancement to classroom instruction. Our teachers are professional musicians in the Austin area and have advanced degrees in the performance of their instruments. Lessons are extremely valuable to the individual student.

- *ALL* students are *STRONGLY ENCOURAGED* to take individualized private instruction.
- Teachers are screened and interviewed by the district.
- Lessons will be given weekly during the band classes, before and after school.
- If before/after-school lessons are needed, every effort will be made to schedule private lessons at times that do not conflict with sectionals or other activities.
- Detailed information on the private lesson program will be distributed to the band students.

PRIVATE LESSON TEACHERS: Cele Band Private Lesson Teachers

Braces and Dental Work

Due to the nature of performances, your child's participation (or lack thereof) can have a significant impact on the overall success of the other students in their band or ensemble. When it comes to braces and dental work, we ask that you please contact a director in advance and take into account the band calendar and performance obligations, especially those in the spring (i.e., UIL Contest, Solo and Ensemble Contest, and Festival performances). The band calendar can be found in this handbook and on the band website. **The optimal times for braces and dental work would be the *beginning* of summer.**

Uniform Guidelines

Concert/Symphonic/Wind Ensemble

Ladies

Ladies are required to wear the school-owned Concert Dress. Not provided by the school: **Black Dress Shoes and Black Hose.** The hose (black) and black dress shoes (closed-toe and no bare legs) will be the responsibility of the parent/guardian to purchase. Jewelry needs to be discreet and not cover any part of the concert dress. Hair accessories should not be distracting from the uniform or performance and must be the same color as the hair.

Gentlemen

Gentlemen are required to wear the school-owned Black Long Sleeve Tux Shirt, Red Tie, Red Vest, and Black Tux Pants. Not provided by the school: **Black Socks, Black Belt, and Black Dress Shoes** (no boots, combat boots, or tennis shoes even if they are black; **no white socks**).

ALL BAND STUDENTS - Hair: For purposes of uniformity in appearance at performances and competitions, members must have a well-groomed hairstyle that is a natural color. Hair should not cover the eyes. A member may not participate in any school or public performance with hair dyed to any unnatural color (i.e., fluorescent or psychedelic colors).

Beginning Band

The CONCERT uniform for the Beginning Band is a CMS Band red t-shirt (purchased separately.) Students will also need **Blue** Jeans (no rips) and Tennis shoes **(NO OTHER COLOR OF JEANS ALLOWED).**

For **Solo & Ensemble Recitals,** students must wear nice dress shirts, dress pants, dress shoes, and/or dress/skirt.

Concerts/Performances

Concerts and performances are frequent with all bands. Students should consult their calendars for dates and times. Periodically, the schedule will change, and updates will be sent home and posted on the CMS Band website.

- Concerts are considered to have three parts: warm-up, performance, and listening.
- The concert begins for the students at the warm-up. **Punctuality is essential**!! A concert concludes when the last group is finished performing and directors have given permission for students to be dismissed. A general report time will be given to all students.
- All concerts are a group effort; thus, ***ATTENDANCE IS REQUIRED!!!***
- All concerts are an extension of the classroom and will be graded accordingly.
- Students should be punctual and prepared for each performance/concert.
- In the event a performance causes a student to miss another class, the student is responsible for making up all missed work!
- The appropriate dress for all concerts will be a dress uniform (see Uniform Guidelines).

Concert Behavior Expectations

Band students will exhibit proper concert behavior during all performances, in either their band or as an audience member. Students will be graded on their behavior. Concert etiquette is an integral part of music education. Appropriate conduct in formal and informal concert settings is included in the TEKS.

Parents and students will follow the following rules at all times:

- Talking is not permitted on stage or in the audience. It is disrespectful to the performers on stage and audience members.
- Do not distract the performing band in any way.
- Do not leave your seat for any reason during a performance. You will be given ample time to use the restroom and drinking fountain before a concert begins. If you must leave, do so as quietly and inconspicuously as possible (make sure the doors do not slam shut). Leave between songs only.
- No food or drink is allowed on stage, backstage, or in the seating area. This includes water bottles and gum.
- Cell phones must be turned off (not on vibrate or silent) and stowed away. Any student using a cell phone during a performance will have consequences.
- Move between the seating area and stage in quiet, single-file lines. Sit in your assigned seat/row. Do not talk as you enter or exit.
- Support your fellow band members with appropriate applause. Yelling, whistling, shouting

names, etc., is not acceptable.

- Set a good example for the audience and other students. Other people may not know how to behave in a concert setting.
- We hope all parents and guests will stay for the concert when bringing a student to a concert. If a student needs to be picked up, please do so promptly. Any student not picked up on time may not be allowed to participate in future CMS activities.
- Students are expected to stay for the entire concert.

UIL and Competitions

Participation in UIL Concert and Sight-Reading Evaluation is mandatory for all 7th and 8th grade band students. Students must perform all competition music at a designated metronome marking to a director at or above 90%. This includes correct notes, rhythms, intonation, and dynamics. Students may be required to perform music more than once.

All music must be performed to a director by a scheduled date. Failure to do so could result in becoming ineligible for UIL Concert and Sight-reading Evaluation.

Students participating in Solo & Ensemble Recitals, All-Region Band Auditions, any music festival/contest, and the spring trip must follow all of the eligibility requirements under the Texas Education Agency, University Interscholastic League, and PfISD eligibility rules. For the most updated eligibility requirements, please consult the UIL website (www.uiltexas.org).

Travel Guidelines

The band will frequently travel on either school buses or commercial buses. Students are expected to conduct themselves at the highest level on any trip. Students who have been subject to school-level discipline in the course of the school year may be deemed ineligible to participate in non-UIL field trips at the discretion of the director and/or campus administration.

Students must travel to events and return from events on the bus. Any student wishing to arrive or leave with his/her parent must notify a director in writing with the parent's signature before the event. Permission will be granted or denied based on the circumstances of the occasion.

Students must have all necessary forms (Medical/Travel Release) completed and on file with the band office to travel on any trip with the band.

While on the bus, students will:

- Remain seated at all times.
- Sit properly in a forward position.
- Keep the bus clear of food, drinks, and debris.
- Keep all body parts inside the bus.
- Use only approved headphone-type radios (no audible speakers).
- Remain silent when addressed by an adult on the bus.
- Refrain from loud, boisterous talking, singing, screaming, whistling, inappropriate jokes, etc.
- No public displays of affection.

Special Note

As a member of the band, you are a representative of your school. Always be on your best behavior. If you are in doubt about an action, do not do it! Your conduct should always be considered a good reflection on the school, the community, the band, your home, and yourself.

Chaperones

Adult chaperones must be PfISD Approved Volunteers and are a great asset to the band program. Students will treat them as an extension of the band staff. Proper respect will be shown to all adults at all times. If your parent is interested in serving as a chaperone, please go to the following website: **www.pfisd.net**

Trip Criteria

Every year the band takes a trip in April/May. This trip rewards the students for all of their hard work throughout the school year. **In order to participate in these trips, the students must do the following:**

1. Students must pass the 3rd nine-weeks with a 70 or higher in every class.
2. Turn in their medical release forms and permission slips (Turned in at the beginning of the school year).
3. Must attend UIL Contest (7th & 8th grade).
4. Must attend scheduled sectionals/practices.
5. Perform all competition music at a designated metronome marking to a director at or above 90%. This includes correct notes, rhythms, intonation, and dynamics. Students may be required to perform music more than once. All music must be performed to a director by a scheduled date.
6. Cannot have received an office referral at any time from a band director during the semester in which the trip occurs.

7. Cannot have received more than two office referrals from any teacher or administrator during the semester in which the trip occurs.
8. Any serious disciplinary offense may be cause for exclusion from the trip (including, but not limited to ISS/Suspension).
9. All outstanding balances (i.e. fundraiser) need to be paid to attend the trip.

Special Note *– If the Spring Trip is canceled due to inclement weather and student safety becomes a concern, the students will receive their park ticket/voucher instead of a refund. Theme parks have a rain or shine policy and do not refund the band for tickets already purchased.*

Tri-M Music Honor Society

Students may apply to be a member of the internationally recognized program, Tri-M Music Honor Society, as well as run for elected officer positions. In this manner, students can serve their band program and refine skills that they will be able to use in other school organizations, as well as in their future careers. Criterion is selected at the discretion of the directors and is communicated to the students. The directors evaluate all selected officer candidates based on their performance both during the audition and throughout the school year. At all times, student leaders are expected to be positive role models for all band members. Please see Conduct Expectation #1 about the general conduct of students as well as student leadership positions.

Region Band/Orchestra Guidelines

- All Wind Ensemble Band students **will** audition for the All-Region Band. All Symphonic and Concert Band Students will be HIGHLY ENCOURAGED to audition.
- All other band students are encouraged to audition if the preparation of their music is at a high performance level. Decisions to audition by these students will be on a case-by-case basis.
- Students will be graded on preparation for this event.
- Any person who is selected will attend all rehearsals and the performance of the All-Region Band. Check your calendar for dates.

It is quite an honor to be selected for the All-Region Band. Thousands of students throughout the region will audition. Even if you are not selected, the experience you receive by preparing will enhance your musical ability and education!

Solo and Ensemble Recitals

All band members will prepare and perform a solo and an ensemble unless other permission is granted.

Grades will be issued for preparation and participation in the solo and ensemble learning process. Students may use an approved accompanist. The accompanist fee is set each year and is paid by students' families.

Safety

Due to the heavy student traffic going in and out of the band hall, as well as the possibility of theft of instruments, students not enrolled in the CMS band are not allowed in the band hall at any time. Friends of the CMS band members may wait outside the band hall to accompany their band friend to another location.

Band Hall Hours

The band hall normally opens at 8:00 a.m. for instrument drop off and closes at 6:00 pm, except on Fridays or the day before a holiday – in which case the band hall will close at 4:30 pm. The band hall may be open for additional hours for private lessons, as needed by the private lesson teachers.

Sectionals will be held after school from 3:40–4:40 p.m. or 4:40–5:30 p.m. for all Symphonic/Wind Ensemble band members.

Parent Drop-off and Pick-up

For outside-of-school hour events/rehearsals, pick-up will be at the back of the school, door 13. Parents must make arrangements for transportation of their children to and from section rehearsals, and to and from the band hall during trips and special events. Lack of transportation will not be an accepted excuse for missing a band function. To ensure the safety of children, parents are encouraged to have a plan for the drop-off and pick-up of students promptly for band events.

For the safety of all involved, students must go home after the band hall closes. Parents, please be aware that the main office will be closed before sectionals end. Family transportation and carpools are ways to help your child get home safely and on time.

Band Parent Volunteers

Our middle school band does not have a booster program of its own, but if you have the desire and time, we do have a band parent council and volunteers who assist the students and directors with various tasks. Some areas of need are uniform fitting, fundraising tabulation and collection, chaperone recruiting, news, and public relations. **All band volunteers must fill out the PfISD district volunteer form and be approved by the school district.** On the form, please indicate that you would like to help the band program. You may complete the application online at Pflugerville ISD Volunteer and click on the community involvement heading, then volunteer program. Thank you for your help ahead of time!

PfISD Fine Arts Department

Pflugerville Independent School District (PfISD) is establishing a competitive and well-respected fine arts program. Achieving this reputation for excellence takes the diligent efforts of teachers, students, parents/guardians, community supporters, and the support and encouragement of an outstanding administration. It is up to each of us in the District to continue to meet the demands placed on us to maintain this high standard of distinction. PfISD offers a well-balanced, comprehensive fine arts program consisting of elementary art, elementary music, band, choir, color guard, dance, theatre arts, and visual arts. This handbook has been designed to provide easy access to relevant policies and procedures, which will help us maintain this level of prestige among other districts. Please read the PfISD Fine Arts Handbook and sign the acknowledgment form on the next page.

Acknowledgement

Please submit the CMS Band PfISD Forms 2026-2027 form to acknowledge you have submitted the following on skyward:

1. **Photo/Internet Publishing Release Form**
2. **Parent/Student Handbook Acknowledgement**