

Rice Middle School Raven Band Student and Parent Handbook 2022-2023

Jason Tucker, Director of Bands
Annalee Hixson, Associate Director

Chris Glasscock, Rice Middle School Principal

Dr. Phillip Morgan, Director of Fine Arts
Jeremy Kondrat, Instrumental Music Coordinator
Jackie Digby, Plano West Senior High Band Cluster Leader
Kyle Johnson, Jasper High School Band Director



*"Everyone needs to be part of something excellent at least once in their life."
--C. Larry Tucker*

A Note to Parents

We are very glad to welcome you and your child to the Rice Raven Band Program. The band program is a complex system with a variety of activities and needs throughout the year. This handbook was designed to assist you as a parent in understanding the many dimensions of the band program at Rice Middle School. It is a living document, revised numerous times over the years as a result of parent inquiries and for purposes of clarification. The Band Handbook is intended to be a valuable resource to you if and when questions arise related to your child and band.

Every student is very important to the band staff, and we strive to provide nothing less than an outstanding musical experience for each child. It is, therefore, important that every student both understand and uphold his or her responsibilities as a member of the band. By recognizing each individual's needs *within* the band program, every child may realize greater potential.

Please read through this handbook and help your child to understand its contents. We strongly recommend that you store this handbook in a safe place where you can easily access it throughout the year, since the answers to most procedural questions can be found in the handbook. The directors are happy to answer questions, but our priority is in devoting the maximum amount of our time and energy into meeting the daily needs of our students.

Welcome again to the Rice Raven Band. We are looking forward to a fantastic year!

Disclaimer

The information contained in this handbook is intended to be accurate when distributed, but is subject to change. Changes will be published to our online Band Handbook, which can be found on our Band Website (www.RiceMSBand.com). Please contact the directors if you need clarification of any material presented in this document.

Contents

<u>I. General Information</u>	Page 4
Communication	
Program Philosophy	
Statement of Responsibility	
Class Schedule	
Calendar of Events	
<u>II. Curriculum & Instruction</u>	Page 6
Course Objectives	
Practice	
Grading Procedures	
Academic Eligibility	
Performance Requirements	
Objectives Sheets	
Concert Evaluations	
Private Lessons	
Section Rehearsals	
Cultural and Ethnic Music	
<u>III. Behavior, Etiquette, and Conduct</u>	Page 11
Behavioral Expectations	
Consequences for Misbehavior	
Rehearsal Etiquette	
Audience Etiquette	
Absence Procedures	
Off-Campus Travel	
Alternate Travel	
Parent-Provided Transportation	
<u>IV. Materials</u>	Page 14
Equipment Requirements	
Performance Attire	
Step-Up Instruments	
Music Stores	
Instrument Insurance	
<u>V. Facilities</u>	Page 16
Music Facility Usage	
Practice Room Guidelines	
Instrument Storage Lockers	
The Band Office	
<u>VI. Other Information</u>	Page 17
Parent Opportunities	
Fees and Other Expenses	
Fundraising	
Social Events	
<u>VII. Plano ISD Guidelines for District Extracurricular Activities</u>	Page 19

I. General Information

Communication

The band staff is available to meet the needs of all students in the Rice Raven Band program. Please do not hesitate to contact the directors if you have questions or concerns not addressed in this handbook. The directors receive a large number of messages daily, so please allow 24-48 hours for us to respond.

Jason Tucker
Director of Bands
(469) 752-6132
jason.tucker@pisd.edu

Annalee Hixson
Associate Director
(469) 752-6133
annalee.hixson@pisd.edu

Please record the contact information for your child's private teacher below in case you need to reach him/her. The directors are not responsible for delivering messages to private teachers or students.

Private Teacher Name: _____

Phone Number(s): _____

Email: _____

Please check the Rice Raven Band website (www.ricemsband.com) frequently for up-to-date information on band events and activities. You can also follow the band on Facebook and Twitter (@ricemsband).

Program Philosophy

Band is a curricular course in the State of Texas. As a campus organization, the band enhances the educational experience for all students and promotes campus culture. The Rice Raven Band is the beginning of a seven-year musical journey as a member of the Plano West Senior High School Band.

In the Rice Middle School Band, students should:

- Perform proficiently on their instrument individually and as member of an ensemble.
- Develop fundamental music literacy by reading and writing standard music notation.
- Evaluate musical performances as an informed listener.
- Understand musical heritage and its importance in world culture.
- Develop confidence and self-discipline by working as an ensemble member.
- Build citizenship traits through mutually respectful relationships with teachers and peers.
- Build a framework for the lifelong appreciation of music.

Statement of Responsibility

As a member of the Rice Middle School Raven Band, you are making a commitment to yourself, the other members of the band, and the band as a campus organization. This commitment includes responsibility to:

- Actively participate for the full school year
- Do your best to grow musically as an individual
- Maintain a positive attitude while supporting the goals of the band

Class Schedule

Morning Sectionals or Tutorials	7:10-8:10 or 7:25-8:10	Varies by day. See separate section rehearsal schedule.
1 st Period	8:25-9:15	Beginning Flute—Ms. Hixson Beginning Percussion— Mr. Tucker
2 nd Period	9:19-10:06	Beginning Oboe & Bassoon—Ms. Hixson Beginning Trombone, Euphonium & Tuba— Mr. Tucker
3 rd Period	10:10-10:57	Concert Band-Mr. Tucker and Ms. Hixson
4 th Period	11:01-11:48	Wind Ensemble— Mr. Tucker and Ms. Hixson
5 th Period	12:24 -1:11	Symphonic Band— Ms. Hixson and Mr. Tucker
6 th Period	1:15-1:48	ADVISORY
7 th Period	1:52-2:39	Beginning Clarinet—Ms. Hixson Beginning Trumpet—Mr. Tucker
8 th Period	2:43-3:30	Beginning Saxophone—Ms. Hixson Beginning French Horn—Mr. Tucker
Afternoon Sectionals or Tutorials	3:45-4:30 or 3:45-4:45	Varies by day. See separate section rehearsal schedule.

Calendar of Events

The Rice Raven Band Calendar will be posted on the Band Website (www.ricemsband.com). Circumstances may require adjustments to this calendar during the school year. The directors will provide updated information to students and families as needed and when available.

II. Curriculum & Instruction

Course Objectives

Music is a unique and essential element of human existence with numerous cognitive and physiological benefits to those who engage in formal study of music.

In accordance with established best practices and the philosophy of the Rice Band program, students enrolled in band will be expected to demonstrate the skills listed below upon completion of each course commensurate with the student's developmental level and applicable to the Texas Essential Knowledge and Skills for Music Grades 6-8.

Students will:

- Perform successfully in formal concerts according to established criteria.
- Demonstrate the correct posture and playing position for their instrument.
- Demonstrate proper tone production and instrumental timbre for their instrument.
- Demonstrate the physical skills necessary to properly perform their instrument.
- Perform accurately and independently musical selections of appropriate difficulty.
- Demonstrate proper breathing techniques required for playing a wind instrument.
- Demonstrate understanding of proper articulation and stylistic markings and apply these to performed music.
- Demonstrate understanding of all standard dynamic markings and apply these to performed music.
- Demonstrate and apply common indicators of tempo.
- Identify a variety of common musical terms and apply them to performed music.
- Demonstrate knowledge of rhythmic notation and counting in a variety of meters according to accepted practice.
- Demonstrate the ability to tune using both aural recognition and electronic measurement.
- Identify the intervallic relationships of notes within major and minor keys.
- Identify the inherent intonation flaws of their instrument as well as proper methods of compensation.
- Demonstrate the ability to critically evaluate both live and recorded musical performances.
- Perform at least seven major scales and the chromatic scale by memory and without errors.
- Demonstrate basic improvisatory skills while creating original music.
- Demonstrate knowledge and application of proper instrument care and maintenance.
- Demonstrate the characteristics of self-discipline both in class and at home as it relates to proper practice and execution of performance skills.
- Demonstrate the ability to work cooperatively and collaboratively with students within a performing ensemble.
- Demonstrate proper performance etiquette, both as a performer and as an audience member.

Practice

Students who practice consistently and effectively are successful! Every student in the Rice Band should practice daily. It is only through consistent, quality practice that students develop their musical abilities properly.

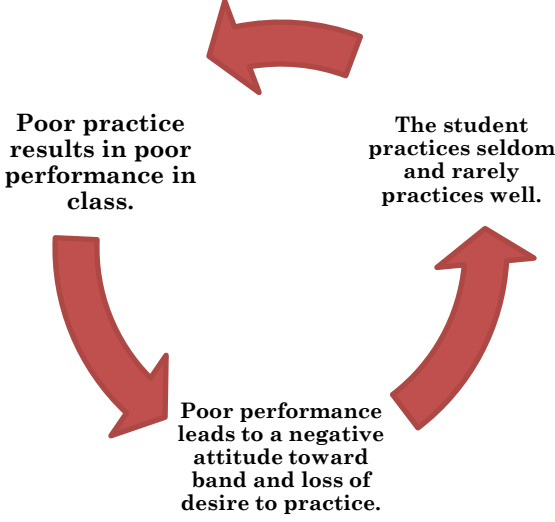
Students will be given a practice report to be turned in with a parent signature each week. The directors can usually tell by each student's performance in class whether he or she is practicing sufficiently and correctly, so the goal of the practice report is to involve the student and his or her parents in the practice process and to provide accountability for the completion of the required work. Practice reports are designed to promote quality practice and are due in class every Wednesday with a parent signature in ink. The directors do wish to remind parents that character education is a top priority in our band program just as it is for most parents at home. Please promote integrity in your child by only signing an accurately completed practice report each week.

The directors understand that students occasionally lose interest in practicing. During these low points in interest, the directors and parents must motivate and hold accountable the student to continue practicing until his or her interest returns. Some parents are concerned that "forcing" their child to practice will negatively affect their attitude toward music. This has been proven repeatedly to be untrue, however. The most detrimental influence on a child's attitude toward music by far is their inability to perform successfully. Lessening of practice time only perpetuates this negative cycle which is illustrated below along with a positive practice cycle.

Positive Cycle of a Successful Student



Negative Cycle of an Unsuccessful Student



Good practice habits will reinforce good performance skills. Poor practice habits will reinforce poor performance skills. It is important that students understand how to practice correctly and that they apply this knowledge in their daily practice routine. As a parent, ask your child what their practice goals are each day. This simple task will do a great deal to promote good practice habits. Read the information provided to your child on effective practice habits. *Practice does not make perfect...Practice makes permanent.*

Grading Procedures

Band is a curricular course. As such, students will be graded on all activities pertaining to the established curriculum for the course in which they are enrolled.

Grades in band are calculated on a 100-point scale. A grade of 70 or higher is required to pass each grading period. Grades are calculated in the following manner:

Major (Test) Grades—60%	Daily Assignments—40%
<ul style="list-style-type: none">• Section Rehearsals• Before or After School Clinics• Formal Performances (Triple Weight)• Playing and Written Tests• Objective Sheets (Triple Weight)• Concert Performance Evaluations	<ul style="list-style-type: none">• Practice Records• Weekly Preparation and Participation• Homework Assignments

Academic Eligibility

Although band is a curricular course, band members participate in several extracurricular activities throughout the year. These include events such as football game performances, pep rallies, invitational contests, and individual student competitions. According to the Texas Education Agency, students must pass all non-exempt classes (70% or above) for the preceding grading period in order to be eligible to participate in extracurricular activities for the subsequent grading period. ***Section rehearsals, morning and afternoon rehearsals, and school concerts are curricular events and are not subject to eligibility restrictions.***

Performance Requirements

Band is a performance-based course. There will be several concerts scheduled throughout the school year. **Students must attend all performances, whether they are curricular or extracurricular.** Please check the band calendar and make necessary arrangements as early as possible. Please remember that non-school activities, other than religious observances, are not excused reasons for missing a performance.

Curricular performances will be graded as major test grades and will be weighted three times in the student's six-week average. If the student is on time, dressed appropriately, has all materials, and demonstrates proper performance etiquette, a grade of 100 will be awarded. The following conditions will result in a lowering of the student's performance grade:

- Failure to follow performance procedures
- Late to warm up
- Minor attire problems

Students who have major performance attire issues or who arrive excessively late may be excluded from the performance and given an unexcused absence. For curricular performances, unexcused absences may result in a reduction of credit.

Objectives Sheets

Student will receive an objective sheet for each 9-week grading period. Students are responsible for completing the indicated objectives by the due date. The objective sheet will count as a triple-weighted major grade.

Students will be given opportunities to pass off objectives during class and/or section rehearsals. However, students who are not prepared to successfully complete their objectives during designated times may arrange for a time to play them for a band director before or after school.

Students are responsible for keeping up with their objective sheets. The objective sheet should be kept in the student's band binder at all times. Only Rice Middle School band directors may sign off objectives. Private teachers may not sign off objectives.

Concert Evaluations

The TEKS for students in music courses requires students to demonstrate critical listening skills in both formal and informal settings as audience members. Students in the Rice Band fulfill this requirement by attending at least one live, formal concert or similar musical performance each semester and completing a Concert Performance Evaluation (available in the Band Hall and the band website). This evaluation will be assessed as a double-weighted major grade in the second and fourth grading periods.

Private Lessons

We are fortunate in Plano to have an outstanding staff of highly qualified private music instructors available to teach private lessons through our Supplemental Music Lesson Program. Students taking private lessons receive a 25-minute one-on-one lesson each week with a professional musician specializing in the student's instrument at a cost of \$22.00 per lesson. Private lessons are tailored to each student's specific needs and are intended to serve as enrichment for students who wish to excel. Students interested in taking private lessons should indicate their intent on the Band Registration form. Students may begin private lessons at any time, though many teachers will run out of available slots pretty quickly.

Partial private lesson scholarships may be available for students with financial need. Contact the band directors if you wish to confidentially discuss this possibility.

Each private teacher sets and maintains his or her own schedule and collects his or her own fees. **The band staff will not collect for or deliver payments to private teachers.**

Although the Rice Band staff oversees the private lesson program on our campus and assists in connecting parents with an approved private teacher according to Plano ISD policy, the contractual arrangement for lessons is between the private instructor and the students' parent(s). Parents should communicate with private teachers directly regarding any missed lessons, schedule adjustments, etc. **In the event a parent wishes to discontinue lessons for his/her child, at least a two-week notice is to be provided directly to the private instructor and copied to the band directors.**

Section Rehearsals

Weekly section rehearsals (sectionals) are an essential part of the 7th and 8th grade band curriculum. Students typically have only one scheduled section rehearsal each week. These are required, and students will be graded on their preparation for and performance in scheduled section rehearsals. Every attempt is made to avoid conflicts with other school activities, however occasional conflicts may occur. The directors work cooperatively with the coaches and other teachers to resolve these conflicts. Students should let the directors know if there is a conflict that needs to be resolved. Non-school activities, other than religious observances, are usually not excusable reasons for missing a section rehearsal.

Students must attend the specific section rehearsal for which they are scheduled each week. It is not possible to attend a sectional for another group, since sectionals are academically designed to meet the specific needs of specific instruments in a specific ensemble. Tutorials are offered at multiple times throughout the week and should be scheduled at times other than your section rehearsal. Please do not schedule non-emergency appointments at your child's section rehearsal time. Students who are well enough to attend school are considered well enough to attend section rehearsals.

Students who miss a section rehearsal due to an excused absence may make up the missed grade by submitting a recorded performance of the assigned material to the director within two days of the student's return to school unless other arrangements have been made. The director has discretion as to whether an unexcused absence can be made up and/or whether credit will be reduced.

Section Rehearsal times are as follows:

Mornings: 7:25-8:10 with an option of 7:10-8:10 for Wind Ensemble if needed

Afternoons: 3:45-4:30 with an option of 3:45-4:45 for Wind Ensemble if needed

The starting time is the point at which the student is to be seated with all materials and warmed up ready to play. Students should arrive before their starting time to set up for the rehearsal. Please see the weekly section rehearsal schedule for your specific section rehearsal time.

Students will receive a summative (major) grade for each weekly section rehearsal based on their preparation for and performance during the section rehearsal.

Cultural and Ethnic Music

The diverse student population of the Rice Middle School Raven Band is among our greatest strengths. The directors appreciate and respect our students' cultural backgrounds. As appropriate, band students may perform music relevant to cultural, seasonal, historical, or patriotic events. We encourage students to appreciate the musical and cultural value of such music but will not infringe upon the rights of any student. We do request that any parent with a concern about any programmed music discuss the matter with their child's director prior to the rehearsals or performance of the music.

III. Behavior, Etiquette & Conduct

Behavioral Expectations

All students in the Rice Raven Band will adhere to the following behavioral expectations during class and during before or after school rehearsals:

- Students may do nothing to interfere with the teaching or learning in the classroom.
- Students are to demonstrate respect for themselves, others, and all property at all times.
- Students are to enter the room on time and prepared to remain in the room.
- Students may only handle their own instruments. Leave no instrument unattended.
- Food, drink (except water), candy, and gum are not permitted in any of the band rehearsal rooms, including practice rooms.
- Instrument storage lockers must remain closed and latched. Personal items may not be stored in band lockers overnight.
- Instruments are to be taken home every day (excluding tubas and bari saxophones).
- Running and/or horseplay are not permitted at any time.

Characteristics of a Rice Raven Band Member

I am a valued member of this band because of the unique qualities that only I possess.

Each day, I choose to use my abilities to enhance my growth and the growth of my classmates.

In every moment, I choose to behave in a manner that is consistent with my character.

In every situation I choose how I will respond.

At all times, I strive to demonstrate integrity, dignity, respect, and honor.

Consequences for Misbehavior

Misbehavior will be handled according to district and campus policy. Students are reminded that band is most enjoyable when everyone is participating and achieving, so we hope that behavioral problems will be kept to an absolute minimum.

Rehearsal Etiquette

Excellent performances require excellent rehearsals. Students in the Rice Raven Band are expected to follow these expectations of rehearsal etiquette during class:

- Respect yourself, your peers, your teacher, your instrument, and the facilities at all times.
- Be on time. Punctuality shows respect to your teacher and classmates.
- Always have a pencil, highlighter, and your tuner (with contact mic) on your stand during rehearsals.
- Do nothing to interfere with teaching or learning in the classroom.
- Raise your hand after the director finishes speaking if you have a question.
- Answer questions with “sir” or “ma’am” as appropriate.
- Concentrate and be ready to move quickly between tasks.

Audience Etiquette

Concerts are the culmination of much student effort and are necessary to meet state, district, and school requirements for band. More importantly, concerts are an opportunity for students to demonstrate their talents for an appreciative audience. For this reason, it is very important that both students and listeners observe appropriate concert etiquette during any musical performance. Please review the following guidelines prior to our first concert:

- Dress appropriately for the performance. Most concerts are formal events.
- Turn off or silence and put away all devices and other portable electronic devices during the performance unless they are being used for personal recording of the performance.
- When recording a performance for personal use, please be mindful of other audience members. Avoid blocking sightlines or creating visual distractions with recording devices.
- Food and drink should not be brought into a concert performance area.
- Only enter or leave the seating area during applause.
- Crying or fussy children should be taken to the lobby area.

Absence Procedures

As a curricular course, band follows all state, district, and campus policies and guidelines for attendance. Attendance is mandatory for daily classes and curricular events outside the school day, including section rehearsals, concerts, and University Interscholastic League (UIL) Music Performance and Reading Evaluation (formerly Concert and Sightreading Contest). Any absence from a curricular class or performance outside the standard school day will be excused or unexcused according to district policy.

Attendance is also required at all extracurricular performances unless specified otherwise by the director. As with curricular classes, rehearsals, and performances, an absence from an extracurricular performance or rehearsal will be considered excused if the absence is due to illness, family emergency (illness, death, etc.), religious observance, or certain school-related schedule conflicts. Non-school activities and transportation arrangements are typically not considered excused absences.

Advanced notice of any absence other than an emergency should be given to the band staff as soon as possible and should include the specific reason for the absence. Consideration of whether or not an absence is excused as well as any possible consequences for missing a required event will depend on both the reason for the absence and the timeliness of notification.

Please remember that the band is an interdependent organization. Student absences do not only affect the individual child. Every member of the ensemble may be affected by even one student's absence. There are situations in which this is unavoidable. Our expectation is to minimize those which can be avoided.

Please make every effort to avoid scheduling routine doctor appointments and similar events during your child's band class or other scheduled rehearsals and performances.

Off-Campus Travel

District and campus rules apply to any off-campus event sponsored by a school organization. Additional rules and guidelines may apply to specific events. Student safety will always be the top priority when participating in off-campus events. Student conduct must also reflect positively on the Rice Middle School Band Program, Rice Middle School, and Plano ISD.

Once a student leaves the school with the band, the student must remain with the band until the group returns to the school. If parents desire that their child travel by alternative means to or from an event where school travel is provided, an Alternate Transportation Form must be approved by the director and on file **before departing from the school**.

Alternate Travel

Once a student leaves the school with the band, that student must remain with the band until the group returns to the school. If parents desire that their child travel by alternative means to or from an event where school travel is provided, an **Alternate Transportation Form** must be approved by the director and on file **before departing from the school**. Students with appropriate documentation on file must check in with the director before separating from the group. **A handwritten note or verbal authorization cannot be used in place of an Alternate Transportation Form.** Please note that Plano ISD policy prohibits students with Alternate Transportation Forms from traveling with anyone other than a parent or legal guardian.

Parent-Provided Transportation

Some band events occur outside of school hours or offsite with transportation provided to and/or from an event by parents. In such cases, an itinerary will be provided by the directors within a reasonable timeframe to allow parents to make transportation arrangements or to work with the directors on alternative arrangements.

Parents are to drop off and pick up their child(ren) on time. The directors cannot leave students unattended at any band function, so we greatly appreciate parents who respect the directors' time by arriving on time.

Parents should not ask their child to call when they are ready to be picked up. Options for real-time communication (remind.com or similar) will be provided to communicate any changes to planned arrival/departure times. Students who are not picked up within a reasonable time may lose future opportunities to participate in such events. *Students left excessively beyond the designated pick-up time may be released to the care of local law enforcement in accordance with district policy and state law.*

When picking students up at school following an off-campus event, parents must keep the designated bus lanes clear for safe unloading of students and equipment.

IV. Materials

Equipment Requirements

All students in the Rice Raven Band will need the following:

- A good, working, and **well-maintained** instrument, mouthpiece, and/or percussion implements from the Rice Band approved list
- A 1½ inch **black** 3-ring binder with 8 tabbed dividers and windows
- A tuner/metronome (should have subdivision feature) with clip-on contact microphone for woodwinds and brass
- A metronome (should have subdivision feature) for percussion
- All required cleaning and maintenance items.
- All reed instrumentalists must have a full rotation of quality playable reeds and a reed case at all times:
 - Clarinets and Saxophones—minimum of 4 good reeds
 - Oboes and Bassoons—minimum of 3 good reeds

Additional items may be required for specific classes. In such a case, a detailed supply list will be provided.

Performance Attire

Students in the Rice Raven Band are to be appropriately dressed for all performances. The following requirements for performance attire are consistent with district and state guidelines. The uniformity of a performing ensemble impacts audience perceptions of the performance and conveys the unity of the band members. Please note that the attire category for each performance is indicated on the calendar of events provided with this handbook. Students who are out of uniform may be excluded from performing with the ensemble and/or receive a reduction in credit for graded performances.

Informal Spirit Attire

- Band shirts worn tucked in
- Jeans or khakis and a belt. Sweats/joggers, leggings, and shorts are not acceptable.
- Athletic or similar closed-toe shoes (no flip-flops or sandals)

7th and 8th Grade Formal “Concert Black” Attire

- Solid black collared long-sleeved dress shirt with no logo. Must be worn buttoned and tucked in. There may be an opportunity to order these in bulk in the fall.
- Solid black dress slacks with a belt.
- Solid black socks crew length or longer. No skin should show when the student is seated.
- Black dress shoes. No athletic shoes or sandals

All Beginning Band Students

Beginning Band students will wear Informal Concert Attire (see above) for all performances

Step-Up Instruments

Advancing students may find their beginning level instruments begin to limit their continued growth. When this happens, upgrading to a professional quality instrument can be a very good investment for continued success. ***Always contact Mr. Tucker prior to purchasing any instrument for your child!***

Because step-up instruments can change during the year, our list of approved instruments for the Plano West Senior High Band Cluster can be found on our band website (www.RiceMSBand.com)

Music Stores

There are several local music stores that can provide needed equipment and instrument repair and service. Please check our band website for a listing of current music equipment and sheet music retailers or contact one of the band directors if you need assistance.

Please note that instruments owned and provided by Plano ISD must be serviced by a PISD-approved vendor.

Instrument Insurance

The Plano Independent School District, Rice Middle School, and the Rice Middle School Band staff are not responsible for loss or damage to any instrument. Parents are encouraged to consider musical instrument insurance. Instrument insurance may be available as a rider to your homeowner's or renter's insurance policy, a local music store, or through an independent carrier. Plano ISD recommends Music Agency, Inc., a division of The Anderson Group, as an independent musical instrument insurer. For more information, please refer to their website: www.anderson-group.com

V. Facilities

Music Facility Usage

Band students are welcome and should feel comfortable in the band hall and ensemble rooms. In the interest of providing quality instruction as well as maintaining safety and security, the following special guidelines must be followed when using the music facilities:

- Only band students are permitted in the Band Hall. Band students should not enter the choir or orchestra rooms.
- Students are not to play their instruments in the hallways or in other parts of the school, including outdoor areas, without director permission.
- Music stands and chairs are to be used appropriately at all times.

Practice Room Guidelines

There are twelve practice rooms in the performing arts area shared among the band, choir, and orchestra programs. These rooms are available for students who sign up for times before and after school. Private lesson teachers always have priority for room usage and may ask students to vacate a practice room if necessary. Students using a practice room must abide by the following guidelines:

- Practice rooms are for practice and private lesson use only.
- Food, drink (excluding water), candy and gum are not permitted in the practice rooms.
- Students may not exceed the posted occupancy for any practice room.
- Any equipment (chairs, stands, etc.) moved into a practice room must be returned to its original location when finished.
- Turn off the practice room light and close the door when finished.

Instrument Storage Lockers

All students except for tuba players will be issued an instrument storage locker for use during the school day. These lockers are for instrument and implement storage only. Lockers are to be kept neat and orderly at all times. No personal items are to be kept in the instrument storage lockers. No instruments other than tubas and baritone saxophones may be left overnight. For safety reasons, lockers must be closed and latched at all times.

The Band Office

Students are not permitted in the band office unless a director is present. When the office door is open and a director is present, students may enter freely. If the door is closed, please knock and look in the window for a director to motion you to enter. You may be asked to wait if the director is in the middle of something that cannot be interrupted.

Students wishing to use the telephone should use the telephone in the front office of the school.

VI. Other Information

Parent Opportunities

The Rice Raven Band does not have a parent booster program. Nevertheless, there are a number of times throughout the year when we need parents to help with planning events, chaperoning, and assisting with other aspects of the band program's daily operations. We would like to allow as many parents as are willing and able to help as volunteers to do so throughout the year.

Our band program cannot function without the kind support of our parent volunteers. Parents who are willing and able to serve the students as a volunteer are asked to complete the Plano ISD Volunteer Application available on the Plano ISD website: <https://plano.voly.org/>

Fees and Other Expenses

There is currently no fee to participate in band aside from the costs of providing class materials and proper attire for performances. Throughout the year there are certain extracurricular activities which do require nominal fees to cover the operating costs of the events. This information is provided only to assist in planning, and the exact amounts are subject to change.

All-Region Band (7 th and 8 th Grade Only):	\$10.00
Solo and Ensemble (7 th and 8 th Grade Only):	\$10.00 entry fee per event \$38.00 accompanist fee for solo (estimate)
Beginning Solo Contest (6 th Grade Only):	\$10.00 entry fee per event
Social Activities:	Varies by event; participation optional

Fundraising

In order to function as an organization throughout the year, the band does participate in fundraising activities. All money raised is used for the benefit of the students in the Rice Band program.

Although students in the Rice Raven Band are not individually required to raise funds or pay fees to offset expenditures, we hope that, since every student will benefit from the use of these funds, every student will participate in generating the necessary revenue. Donations are gladly accepted in lieu of or in addition to participating in fundraising for those who are interested.

More information about fundraising procedures will be sent home at the start of our fundraising drives.

Social Events

We believe an important part of membership in band is having opportunities to socialize with other students outside of the regular teaching environment. We also believe that hard work should be rewarded in many different ways. For this reason, we organize several social activities for our band students throughout the year. Students who have demonstrated behavioral problems may be excluded from social activities as deemed appropriate by the band directors or campus administrators.

Social events may require certain fees, and attendance is always optional. A sufficient number of parent chaperones will be needed for supervision at most social events.

Information about social events will be sent home in advance of any scheduled activity.

VII. PISD Extracurricular Code of Conduct

Plano ISD Guidelines for District Extracurricular Activities

Students involved in extracurricular activities are held to a higher standard of conduct than the general student body. Plano ISD views participation in extracurricular activities as a privilege not a right. Any student who violates the Student Code of Conduct shall be subject to extracurricular discipline and/or regular school district disciplinary action. This includes any misconduct, regardless of time or location, that would reflect negatively upon representing Plano ISD in an extracurricular activity. Students clearly involved in major disciplinary infractions (i.e. including, but not limited to, drugs, alcohol, and violent behavior) will be placed on probation, removed temporarily or permanently from extracurricular activities. Seasons of extracurricular activities may vary and could extend into the next school year. Discipline action may affect tryout eligibility for the next season.

Disciplinary measures taken by the sponsor/principal may be in one or more of three forms, defined as special assignments, probation, and dismissal.

Special assignments may consist of extra duties and may be assigned for minor disciplinary infractions. Probation and/or dismissal from extracurricular activities will be for infractions involving alcohol, smoking, drugs, use of profanity, violence, and other serious offenses when the sponsor/principal believes the integrity and credibility of the organization has been jeopardized by the student's action.

Probation may also be assigned when the student fails to comply with rules and regulations of the extracurricular activity. (Probation is defined as: A trial period in which a student is permitted to redeem bad conduct.)

The student may be dismissed from the extracurricular activity upon any major infraction, or during a probationary period. Prior to being dismissed from extracurricular activities, the student and parents will be notified of the reasons for the action. The student or his/her parents will be afforded the opportunity of a hearing with the sponsor and principal. The appeals process will be outlined at that time. Request for an appeal must be done in writing within 5 school days at each level of the appeals process. The student will not be eligible for any individual or team recognitions or awards that occur after the date of dismissal.