Karnes City Junior High



Band Handbook 2025-2026

**Table of Contents**

Welcome Letter

Beginning Band Tidbits

Philosophy, Goals, and Objectives

Eligibility

Grading

Rehearsal Etiquette

Band Rules

The 10/10 Rule

Consequences

Tardy Policy

Required Materials

Instruments and Equipment

Lockers

Practice Guidelines

Band Placements

Attendance and Participation

Performance Expectations

Band Hall Use Outside of School

Uniforms

Fundraising

Outside of School Rehearsals

Make Up Work

Chair Tests

All-Region Band

Band Leadership

Booster Club

End of the Year Banquet

End of the Year Reward Trip

Student Travel

Communication

Music Store Info

Additional Forms

3

4

6

6

6

7

7

7

8

8

9

10

11

11

12

13

13

14

14

14

15

15

15

16

16

16

17

17

17

18

18

19-21

Dear Students and Parents,

Welcome to the new school year! I am beyond excited to begin working with all our new and returning band members. The band has had many successes and great performances over the past few years, and I look forward to continuing to build on our tradition of excellence.

Being a member of the band is a privilege and requires commitment, dedication, and accountability. The purpose of this handbook is to provide information on the rules and expectations of the program and to outline all policies and procedures. If you have questions about any of the information in this handbook, please contact me at the contact information provided below and I will be happy to answer any questions you may have.

I thank you for allowing your student to be a part of our program. Being a member of the band is musically, academically, and socially rewarding. To our new members, welcome! And to our returning members, welcome back! I look forward to working with each of you this school year!

Sincerely,

Jimmy Lopez Bill Goodman

KCJH Band Director KCHS Band Director

jjlopez@kcisd.net bgoodman@kcisd.net

(830) 780-6444 (830) 780-6344

Beginning Band Tidbits

*The following information is a collection of commonly asked questions pertaining to beginner band. Symphonic band students can skip to the next section on page 6.*

**How do I obtain an instrument for our student?**

There are two main options for obtaining an instrument. For students playing one of the smaller instruments, we have representatives from High School Music Service present at our school each year for our beginner instrument drive. You may purchase an instrument in full or on a payment plan here. They also have additional benefits, such as an optional repair warranty, and they deliver to the school weekly. The date for this year’s drive is August 21st, after school.

Students playing a larger instrument or that are playing percussion will use a school owned instrument. We do not currently charge for using a school owned instrument, but students and their parents will be required to fill out an instrument checkout agreement.

**Can I obtain an instrument from a music store other than High School Music Service?**

Absolutely! Any well known, reputable music store should have quality instruments available. You will need to reach out to these music stores directly for information on pricing, warranty options, and financing. For your convenience, a list of local music shops can be found at the end of the handbook. Please note, only High School Music Service can deliver to the school.

**I found a brand-new instrument for $200 on Amazon/eBay/Walmart, etc. Can I just buy that?**

We understand that saving money is often desirable. However, we strongly recommend against purchasing such an instrument for two main reasons: These instruments are of poor quality and will often have an inferior tone quality, and these instruments will cost you much more in repairs (if it is able to be repaired at all) over the life of the instrument.

If you are needing to save money, there are quality budget options and quality used instruments on the market that would provide a better tone quality, better durability and reliability, and an overall more pleasant experience for your student. If you are seeking a used instrument, I would be happy to give you a professional recommendation on what to look for. For more information on recommended equipment, please see the *Instruments and Equipment* section of this handbook.

**I bought an instrument from HS Music Service. Can you give me account information?**

Contracts are handled through High School Music Service. KCISD is not affiliated with HSMS and does not have any information. Please contact them directly.

Beginning Band Tidbits (cont.)

**What if I cannot afford to purchase an instrument?**

If you are not able to find a financing plan form a music store that works from you, and you are not able to secure a secondhand instrument, please reach out to us. We are committed to ensuring that finances will not stand in the way of any student being able to do band. Each year, we purchase instruments for students in this exact situation and we will ensure every student has an instrument in their hand so they can fully participate. Please note, any instruments purchased by KCISD will be the property of KCISD and will require an instrument checkout agreement to be on file.

**My student says band is hard. Can they quit during the year?**

Beginning band is a full year course. We STRONGLY discourage students from leaving mid-year. Most students who feel this way but stick it out to the end are glad they did. Beginning band is the most challenging year of band but the directors are here to support students every step of the way. If your student feels the class is too hard for them, we strongly encourage they talk to a director before making the decision to drop.

**My student’s instrument is damaged. What are the next steps?**

This will depend on whether the instrument is a personal or school owned instrument and the type of damage present. For personal instruments, students and parents assume all financial responsibility. KCISD does not pay for personal instrument repairs. Instruments can be left with a director to be sent in for repairs, or you may take it to a shop yourself. Please note, the High School Music Service warranty, if purchased, is only valid at their stores.

For school owned instruments, students must check in with a director to start the repair process. If the damage is extremely minor or is considered wear and tear, the bill will be paid by KCISD. If the damage is more severe and caused by intentional neglect, abuse, or misuse, students and their parents will be liable for the instrument, as indicated on the checkout form. All repairs of school owned instruments must be handled through a director due to us needing a school purchase order to pay for the repair. KCISD will not pay for unauthorized repairs performed on school instruments.

**How do I return an instrument?**

If bought from High School Music Service, returns can be started by calling the store. This must be done by the named person on the contract. They will collect the instrument from us the next time they visit the school, or you may return it to the store. Your installment plan will cease after the instrument is returned. For other stores, please reach out to them directly regarding their return process.

\*\*\*For ALL Students\*\*\*

Within this handbook are the rules and expectations of the KCJH Band Program. Every band member is expected to abide by this handbook as well as the KCJH Student Handbook, and the Student Code of Conduct, which this handbook aligns with.

Philosophy, Goals, and Objectives

The goals of the KCJH Band Program are designed to:

1. Develop a lifelong appreciation for the value of music in each student’s life.
2. Allow each student to gain a feeling of accomplishment and satisfaction through personal effort.
3. Allow the student to experience a spirit of cooperation through group participation.
4. Provide each student an outlet for creative expression.
5. Foster leadership, self-discipline, self-motivation, and self-confidence in every student.
6. Provide for the musical needs for the school and the community.

Eligibility

Students must maintain a minimum average of 70 in each class to remain eligible to fully participate. If a student’s grade is below a 70 at a grade check, the student loses their extracurricular eligibility seven calendar days form the grade check.

When ineligible, students cannot participate in any extracurricular activities or competitions. This does not apply to the Christmas and Spring concerts. Additionally, eligibility rules do not apply to the UIL Concert & Sight-Reading Evaluation under TEC 76.1001(a)(3). Eligibility will apply to all other contests and off campus events.

Grading Policy

Test Grades (40%)

* Concerts & Performances as well as all written and performance-based assessments.

Daily Grades (50%)

* Weekly Participation, rehearsal preparation/readiness, and quizzes.

Other Projects/Grades (10%)

* Any and all written assignments, supply/locker checks.

Rehearsal Etiquette

A band can never perform better than it practices. To ensure the successful nature of a rehearsal, students are required to follow the following guidelines:

1. We do not play until we all play together.
2. We **ALWAYS** play with a good sound.
3. We sit and hold our instrument the way we have been taught.
4. We will not interrupt rehearsals.
5. We will show respect to whomever is on the podium and to each other.
6. You have to play every day.

Band Rules

1. Enter the band hall in a neat and orderly fashion. No running or horseplay is permitted at any time.
2. No food, gum, drinks, or candy are allowed during rehearsal. The only exception is bottled water.
3. Cell phones should be off and put away at all times.
4. Restrooms need to be used before/after class.
5. Only band students are allowed in the band hall. Non-band students will be asked to leave and escorted out unless prior permission is given by a director.
6. Do not play or touch an instrument that does not belong to you. If you are caught playing or messing with someone else’s instrument, an office referral will be made.
7. Instruments must be stored in their cases and in your locker. Instruments should never be on the floor or stored out of their cases.
8. Keep the band hall neat and clean.
9. Students may enter the director’s office with permission only. Students should not enter the music library, uniform storage, equipment storage, flag room, or practice rooms unless instructed to do so by a director.
10. Have a cooperative attitude and be ready to learn.

The 10/10 Rule

Students cannot learn effectively if they are not in class learning!

The KCJH band will utilize the 10/10 rule. Under this rule, students are prohibited from leaving the classroom during the first and last 10 minutes of instructional time. Exceptions are made if a student is called out by the office or nurse, or if there is medical documentation for a need to leave (i.e., medical documentation regarding restroom use).

Consequences

Students who violate the rules of the band program may be given various consequences for each rule violation, which may include:

1. Verbal/Written Warnings
2. Alternative Written Assignments
3. Reduction in the student’s daily participation grade
4. Parental Contact
5. Student/Teacher or Parent/Teacher conferences
6. Teacher Detentions
7. An Office Referral with parental contact
8. Loss of reward trip eligibility
9. Administrative consequences (ISS/OSS, Detention/Lunch Detention, DAEP, etc.)
10. Removal from the band program

The KCJH band program will adhere to and be consistent with all discipline plans set forth by KCJH and KCISD.

The following actions are considered severe violations and will result in the student’s participation privileges to be immediately reviewed by the director(s) and/or the principal:

1. Fighting or physically assaulting another student or staff member.
2. Engaging in illegal drug or substance use or abuse, both on and off campus.
3. Theft or attempted theft of another student or staff members instrument, supplies, or personal belongings.
4. Bullying, cyberbullying, or harassment towards another student or staff member.
5. Repeated and deliberate disrespect and acts of insubordination towards band members, directors, parent chaperones, or administrators.
6. Intentional destruction of property, both student and school owned.

Tardy Policy

It is imperative that we start class on time. All students must be physically present in the band hall when the bell rings and will have one additional minute to get their instrument ready. If a student is not ready to play when we start the warmup, they will be tardy, even if they are physically present in the room or were in the restroom before class. Excessive tardies will be given consequences per the KCJH tardy policy. Tardies exceeding 20 minutes after the bell will be considered absences.

Required Materials

All students must have the following:

1. A pencil (no pens or markers)
2. A binder (preferably) or folder to store music and materials.
3. Tonal Energy App (not required, but highly recommended for at home practice)
4. An open mind and cooperative attitude
5. An instrument and all related supplies as indicated below:

**Flute:** cleaning rod and cloth

**Clarinets:** Cork Grease, Cleaning cloth, reeds (Vandoren 3/3.5 ONLY)

**Saxophones**: Cork grease, cleaning brush, reeds (Vandoren 3/3.5 ONLY)

**Trumpet/Baritone:** Valve oil, tuning slide grease

**Horn:** Rotor oil, tuning slide grease

**Trombone:** Slide cream, tuning slide grease

**Tuba:** Vale/rotor oil (depending on model), tuning slide grease

**Percussion:** Sticks and Mallets, Mallet Bag

\*\*\*See the next page for information on instruments\*\*\*

Please note, it is the student’s responsibility to ensure they have all their supplies. We stock a small amount of supplies to cover emergency situations, but students will not be excused from playing if our supply is depleted. Each student should have their own personal supplies. All supplies can be conveniently ordered and delivered through the school through High School Music Service.

Additionally, all beginner band students will need the following:

1. Essential Elements for Band Book 1 (for Woodwinds and Brass)
2. Standards of Excellence Books 1&2 (Percussion only)

Symphonic Band students are encouraged to purchase the “Foundations for Superior Performance” book for their instrument.

STUDENTS ARE EXPECTED TO HAVE ALL SUPPLIES EVERY DAY. Random supply checks may occur at any time. If a student forgets their instrument at home, they will receive a written assignment to earn up to 50% of their grade. The second offense will also result in parental contact. The third and all subsequent offenses will result in a grade of “zero” and parental contact for each occurrence.

STUDENTS CAN ONLY GET BETTER IF THEY PARTICIPATE FULLY. PLEASE ENSURE YOUR STUDENT HAS THEIR SUPPLIES EVERY DAY.

Instruments and Equipment

The following instruments are traditionally supplied by the student and parent:

* Flute, Clarinet, Alto Saxophone, Trumpet, Straight Trombone (no trigger)

The following brands of instruments are STRONGLY recommended: Jupiter, Yamaha, Bach, Selmer, Normandy, Boosey and Hawks, King, Holten, Getzen, Buffet, Gemeinhardt, Olds, Benge, Leblanc.

BEWARE OF BUYING AN INSTRUMENT FROM A LARGE GENERAL-PURPOSE STORE. THERE IS A REASON THEY COST SO MUCH LESS THAN A RESPECTED WELL-KNOWN BRAND.

Brands such as Glory, Mendini, Eastrock, and Jean Paul should be avoided at all costs.

If your chosen brand is not listed, please check with a director before purchasing. For students unable to obtain an instrument, we carry a *limited* inventory of these instruments.

Students playing our larger instruments traditionally use a school owned instrument. These include:

* Horn, Trombone (with trigger), Baritone/Euphonium, Tuba, Low Clarinets and Saxophones, and Percussion

We do not currently charge to use school instruments, however all students using a school instrument must fill out an instrument checkout agreement. Students will be expected to turn in the instruments in the same condition that they were checked out in. Damage that is not natural wear and tear will be the responsibility of the student. Such damages include, but are not limited to:

* Keys or rods on a saxophone bent due to dropping.
* Dents, deep scratches, or holes in an instrument because it was dropped.
* Percussion equipment broken due to misuse.
* Playing around and breaking another student’s instrument

All students will be using school owned chairs, music stands, and other equipment every day. Students are expected to take care of this equipment and will be responsible for any damages due to abuse, misuse, or neglect.

KCISD is not responsible for personal instruments, and students will be responsible for all repairs. If a student loses a school owned instrument, the student to whom it was checked out will be responsible for replacing it, regardless of the reason it was lost.

INSTRUMENTS & SUPPLIES MAY BE PURCHASED/RENTED AT OUR ANNUAL INSTRUMENT DRIVE IN AUGUST OR FROM ANY REPUTABLE MUSIC STORE. HIGH SCHOOL MUSIC SERVICE ALSO DELIVERS WEEKLY TO THE SCHOOL.

Lockers

All students will be issued a locker to keep their instruments, music, and band supplies. Students are expected to keep lockers neat and cleaned at all times. Any items left in lockers, including school and personal owned instruments, are the responsibility of the student and are left at their own risk. While tampering with another students’ personal belongings is strictly prohibited, the district and directors are not responsible for any missing items. Students may use a lock if they wish to do so. We have a large number of combination locks that can be checked out.

At the end of the school year, all lockers will need to be emptied for cleaning. Any items left, aside from instruments, will be discarded of. Any personal instruments left behind will be locked in storage until the following school year. Parents may request to pickup any left behind instruments by contacting the director a day in advance. Pickup time is contingent on director availability.

STUDENTS CAUGHT TAMPERING WITH ANOTHER STUDENTS LOCKER OR PERSONAL SUPPLIES WILL FACE SEVERE DISCIPLINARY ACTION, WHICH MAY INCLUDE REMOVAL FROM THE PROGRAM.

Student Practice Guidelines

This class has homework! Progress in band is greatly affected by the effectiveness of at home practice. Students must reinforce what they have learned in class through additional practice. Students do not need to practice for extensive periods of time, even 15-20 minutes per day is sufficient for adequate progress if the time is used effectively. Students should generally follow the following practice structure:

1. Warm-Up (Long tones, Remington practices)
2. Fundamental Work (Lip slurs, scale patterns)
3. Band Music/Method Book (work on any spots you are having trouble with)
4. Play something fun and reward yourself for your hard work!

Tips for an effective practice session:

1. Practice in a quiet place, away from all distractions.
2. Ensure you have good lighting.
3. Use a metronome and tuner (The tonal energy app is highly recommended).
4. Use a music stand and have a straight-backed chair.
5. Set attainable goals for each practice session (focus on making small improvements)
6. Never overwhelm yourself with excessive practice. Take breaks and make progress one small step at a time.

Band Placements

Students will be placed into one of our performing ensembles based on their experience and ability level. Students will have the option to audition for a higher ensemble at the end of the year. Students who opt not to audition will be placed at the director’s discretion.

**Beginner Band**

Beginner band is open to students in grades 6-8 who have not previously completed a band course before. Incoming 6th grade students are automatically placed into this class. This ensemble is split into three classes: Beginner woodwinds, beginner brass, and beginner percussion.

Prospective beginner students will receive an instrument placement assessment to determine their best fit. This will include basic sound production and a quick examination for any physical characteristics that may help or hinder their ability to play certain instruments. For woodwind and brass instruments, there are no limit to the number of players.

Prospective percussion students will be given a basic skills assessment to assess their aptitude for percussion, focusing on keeping a beat and staying in time. **The percussion class is limited to the top five performing students on the aptitude test.** Not all students who wish to play percussion will be selected to play percussion. However, we will have a place for everyone. Just as not every athlete can be the quarterback, we cannot have a band full of only percussion. However, just like the football team, we have many other positions in the band that are all equally important to our success.

**7th & 8th Grade Symphonic Band**

The symphonic band will perform the traditional concerts and at all school pep rallies. This class is open to all students who have previously competed a full year of beginning band and students will be placed in one of the following sub ensembles:

**Varsity Band:** The varsity band is for students who demonstrate a high level of musicianship and maturity. This ensemble will feature advanced repertoire and will participate in the annual UIL Concert & Sightreading Evaluation.

**Non-Varsity Band:** Students who do not qualify for the varsity band will be placed in the non-varsity band. This ensemble often serves as preparation for the varsity band and will focus on fundamental musicianship with the goal of advancing to advanced repertoire. At the director’s discretion, this ensemble may or may not perform at the UIL Concert & Sightreading Evaluation.

Attendance & Participation Expectations

When members of the band are missing, it hurts the entire band. Members of the band are expected to be present and on time for ALL performances and band functions. All performances are graded and are required for members of the respective performing ensemble. Students with an unexcused absence from a performance will receive a grade of **zero** for the performance, may lose their reward trip eligibility, and may face additional disciplinary action.

The following are the limited exceptions that can result in an excused absence:

1. A death in the immediate family
2. Extreme illness with a doctor’s note or coupled with an excused school absence.
3. An obvious physical injury that directly prevents a student from playing (ex. Walking into class with their arm in a cast)
4. Conflict with another school function/organization. All stock show events will be considered school functions, even if not officially sanctioned by the district. While we aim to avoid such conflicts, if a rare conflict occurs, it will be worked out in the best interest of the student and the needs of both organizations.
5. Absence from school on the performance day. Unexcused school absences will have a grade reduction per the KCJH Grading policy.

The directors are not obligated to excuse an absence if late notice is given, or if the absence does not meet the above criteria. Directors are also not obligated to ask students for documentation regarding an absence. Absences for reasons not listed are at the director’s discretion. For grading purposes, students excused from a performance will be required to complete a make up assessment/performance. Failure to complete this makeup assessment will result in a zero. Unexcused performance absences cannot be made up.

Performance Expectations

All performances are major grades. Students will be graded on the following criteria:

1. Promptness (50%): arriving on time and being ready to play on time.
2. Proper attire (15%): meeting all uniform or dress requirement set by the directors.
3. Conduct during the performance (35%): all normal school and band rules apply.
4. Students are highly encouraged to stay for the performances of all bands.

If a student fails to meet these criteria, the student’s performance grade may be lowered.

Band Hall Use Before or After School

The band hall will open every morning by 7:30 A.M. and will remain open after school on most days for individual or group practices. The right to use the band hall during these times is a privilege and can be revoked if the band rules are not followed.

If a student would like to schedule an individual lesson with the director outside of normal school hours (7:30-4:00), they should first speak with a director to inquire about director availability. Students should meet with a director at least one day in advance if special arrangements are needed outside of these hours.

Uniforms

Attire for all events must adhere to the KCISD student dress code. At the director’s discretion, a uniform may be required for a performance or band function. Students not adhering to the dress requirements may face a grade reduction or may not be permitted to perform, resulting in a zero.

**Concert Attire**: Students are asked to wear Sunday Dress for all concerts. **NO BLUE JEANS,** shorts, sweatpants, flip flops, or T-shirts will be allowed unless approval is given by a director. Additional guidelines/revisions to dress requirements may be given on a per performance basis.

The uniform for students participating in the UIL Concert & Sightreading Evaluation is as follows:

1. Badger Band Polo (provided, must be returned)
2. Black pants or blue jeans as determined by the director
3. Black socks and Black Shoes

We thank you for your cooperation in helping our band look and sound its best!

Fundraising

Fundraising is essential to the operations of the band. We will have two fundraisers per year (one per semester). These funds help to cover the costs of the end of the year trip. While no student will be denied a trip for a lack of fundraising alone, students who do not meet their fundraising goals may be responsible for a portion of their trip costs, which will need to be paid prior to the trip. Available activity funds will first be maximized to minimize the cost burden on students. Students who meet their fundraising goals will not have to pay for their trip. Please encourage your student to actively participate in fundraising campaigns and to exceed their goal.

Students must have met their fundraising goals or have turned in a full deposit in lieu of fundraising by April 01 to be eligible for the trip.

Outside of School Rehearsals

At times, it may be necessary to call an after-school rehearsal. Students and parents will be informed of these rehearsals well in advance to prevent any conflicts. While these types of rehearsals are kept to a minimum, they follow the same expectations as a performance and will be a major grade. If there is a conflict, it is the student’s responsibility to confirm the director as soon as possible.

For questions regarding attendance, see the *Attendance and Participation* section.

Make Up Work

Many of our grades are participation/performance based and cannot be made up. Students with an ***excused*** performance absence (see the *Attendance and Participation Expectations* section) can make up the grade through an individual performance assessment or through alternate means as determined by the director. Unexcused performance absences cannot be made up. Students’ weekly participation/preparation grades are not penalized if the student is absent from school. However, for extended absences, a grade of “I” may be entered until the students has successfully caught up on any content missed.

Per the KCJH grading policy, if a student has an excused schoolabsence, students have the corresponding number of days to submit missed assignments. For example, a student who is absent one day has one day to turn in missed assignments. Students with an unexcused schoolabsence may turn in missed work with a maximum grade of 70.

For any missing assignments for students who were present, work may be submitted for a reduction of 10 points each day as a maximum potential grade. For example, work submitted one day late may be submitted for a maximum grade of 90. No work will be accepted beyond 3-days late.

Chair Tests

All band classes will have chair tests to determine chair order. If a student is absent for a chair test, they are permitted to make it up but will be seated at the end of the section until it is completed. Students may also take a chair test early if they know they will be absent. Beginner band students will have regular chair tests. Symphonic band students will have a minimum of one chair test per semester.

Students may redo a playing assessment as many times as they would like for a higher grade. However, this will not affect chair order. Only chairs 1-3 will be ranked. All other students will be considered 4th chair.

All-Region Band Auditions

In January, 7th & 8th grade students will have the opportunity to audition for the ATSSB (Association of Texas Small School Bands) Region 12 All-Region Band. The all-region band is comprised of the top musicians in region 12, and students will be competing against students from other schools for a spot. Audition material is comprised of two contrasting etudes and scales. This is an optional activity, and interested students should see a director at the beginning of the year to get the music, as the top-ranking students usually start preparing early.

Students who make one of the All-Region bands will spend a day rehearsing and will put on a concert with the top-ranking musicians in our region.

Band Leadership

This year, we will have band leadership and officer positions. Committed students may run for one of several positions. This year we will have a President, Vice President, and 3-5 members on the Leadership Team.

Requirements for office are as follows:

1. Must be a current band member in good standing who has completed at least one full year of band.
2. Must have maintained an average of 90 or higher during the previous school year, with no unexcused performance absences.
3. Must audition for the ATSSB All-Region Band.
4. Have no office referrals during the current and prior year(s).
5. Must be present at ALL band functions or have an excusable reason for being absent.
6. Must be a member of the varsity band or receive a unanimous recommendation from both directors.

Booster Club

Our band boosters work to support BOTH the JH and HS program. This organization is only successful due to the committed parents who run the organization. The booster club has regular meetings and is always looking for committed parents to join and support our band program. The boosters assist financially and with manpower at band functions, run the end of the year band banquet, and run their own fundraising, independent of the band program. If interested, contact a director and we can get you in touch with the booster club!

End of the Year Banquet and Awards

Each year, the booster club hosts a band banquet to honor the achievements of the band program. The banquet is free for all band members and tickets are usually around $10 for family members.

At the banquet, we also recognize individual student achievement by handing out several awards. Not every student will receive an award, but there can be multiple students per award. Students and parents will not be notified prior to the banquet if they won an award. Possible awards include:

1. Outstanding Musician
2. Most Improved Musician
3. Director’s Award
4. Band Karate Award
5. Leadership/Officer Recognitions

End of the Year Reward Trip

Any trip taken at the end of the year is a reward for students who have met all requirements and expectations of the band program. Trip attendance is not guaranteed, and students may not be able to attend if they do not meet the requirements or if there are disciplinary concerns, even if the student met all fundraising goals. Requirements include but are not limited to:

1. Must be present at all required band functions.
2. Must maintain a passing grade in band.
3. Must remain in good standing without frequent discipline issues and must not have more than **three** office referrals (from band) in the current school year.
4. Must have met all fundraising goals or have paid in lieu of the fundraiser.

It is the student’s responsibility to ensure all requirements are met or to provide documentation for an absence. The directors are not obligated to ask for an excuse.

Student Travel

In order to travel with the band to any events off campus, a signed permission form must be on file. The permission form included in this handbook will cover most co-curricular instances of travel. For field trips or any reward activities, a separate form will need to be on file for each event. When traveling with the band, students must remain with the band the entire time, unless signed out by a parent. A signed note must be given, and we must physically see students leave with their parents. We can only release students to their designated parent or guardian and cannot provide exceptions to this rule unless prior written authorization is granted from the campus principal.

Communications from the Directors

We will be using Parent Square for all official communications. Parent Square will be used to send news, updates, and reminders for our band classes. You will be added to your students corresponding class. We will send additional information on how to access your students Parent Square class during the first week.

Please send all communications with us via Parent Square, or through our school email address and/or office phone. Though we have previously used remind, we will no longer be sending or responding to messages through the remind platform.

Messages will be responded to within 24 hours. Messages sent after 4:00PM or on weekends/holidays will be responded to the next school day.

Area Music Store Information

High School Music Service Hillje Music Center

2121 NW Military Highway 18130 San Pedro Ave

San Antonio, TX 78213 San Antonio, TX 78232

(210) 545-3131 (210) 545-3131

Alamo Music Center Musical Instrument Service

1530 Babcock Rd 328 W Southcross Blvd

San Antonio, TX 78229 San Antonio, TX 78221

(210) 5525-1010 (210) 924-1330

Forms

At the end of this handbook are various forms that must be signed and returned promptly. These are due no later **Friday, August 15.** In exchange for the prompt return of these forms, your student will earn a 100 for their first major grade in this class. Forms turned in after this date will still be accepted but will be considered late with a maximum grade of a 70. We MUST have these forms on file for all students.

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**This handbook is not a contract and can be amended at any time at the sole discretion of the director. Prior consent and notification of such amendments is not required; however, students and parents will receive a courtesy notification of any amendments that alter the day-to-day rules or procedures of the band program.**

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**Teacher/Student/Parent Handbook Acknowledgement Form**

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ as well as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ have

 (parent name) (student name)

have read the entirety of this band handbook and agree to follow all rules and procedures described herein. I understand that membership in the band is a privilege, not a right, and that I can be removed if I severely violate the rules and expectations of the program. I agree to act responsibly and with pride, as I am representing the band, school, and community at all times. I understand that should I fail to sign this agreement form, all rules and expectations described within will still apply to me as a continued, voluntary member of the band program.

I, the director of the Karnes City Junior High Band Program, understand that I am responsible for the policies as set forth in this handbook. I fully agree to carry out my responsibilities to the very best of my ability. As the director, I will:

1. Always be prepared to teach you, the student.
2. Always respect each student and will not demean them in any way.
3. Always be fair to each student.
4. Strive to perfect my skills daily.
5. Not be afraid to ask questions to better the band program.
6. Be open to new ideas about music and learning music.
7. Have fun!

Director Signature: Jimmy Lopez

I, the undersigned student, accept membership in the Karnes City Junior High Band Program, and understand that I am responsible for the policies as set forth in this handbook. I fully agree to carry out my responsibilities to the best of my ability and to:

1. Always be prepared to learn.
2. Always respect my teacher and fellow students and will not demean them in any way.
3. Practice regularly to better myself and the band.
4. Not be afraid to ask questions.
5. Be open to new ideas about music and learning music.
6. Have Fun!

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

I, the undersigned parent or guardian, have read, understand, and agree to the policies set forth in the KCJH Band Handbook. I also grant permission for my child to be a member of the band program, and to foster both musical and academic growth in my student.

Parent Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parent Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Acknowledgement of Responsibility and Permission for Student Participation**

I hereby give consent to my child, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, to participate with the

 *First and last name*

Karnes City Junior High Band and its components. I recognize my students’ responsibilities and requirements as a member of the band program. I further understand that this involves extracurricular and co-curricular activities and that **attendance at ALL practices, special functions, and performances is REQUIRED.** I understand that all school rules are in effect during all performances, trips, and other activities and that it is a privilege to participate in these activities. Failure to comply with KCISD Policy and/or directives from the Karnes City Band Directors and associated sponsors may result in disciplinary action.

For questions regarding attendance, please see the *ATTENDANCE AND PARTICIPATION EXPECTATIONS* section.

I understand that while student safety is a top priority for the district, under state law, the school is not responsible for medical costs associated with a student injury.

I expressively waive all claims for medical expenses, loss of services or other claims, and I agree to indemnify and hold harmless the District, its Trustees, employees, and agents from all claims made against it or them on behalf of my child.

I agree to indemnify and hold harmless the District, its Trustees, employees, and agents from all claims made by third parties against it or them that result from my child’s actions on any trips with the Karnes City Band or its components.

I understand that the District, its Trustees, employees, and agents are not waiving any sovereign governmental immunity that it or they have under Texas Law.

I have read and understand this release and sign it voluntarily and with full knowledge of its significance.

**Please note:** This form will serve as a permission form for all required co-curricular components including travel to and participation in any and all contests and all-region auditions. We MUST have this form for your student to participate. Failure to return this form will not result in an excused performance absence. Field trips and other reward activities are excluded from this form and will require a separate permission form.

PARENT SIGNATURE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE\_\_\_\_\_\_\_\_\_\_\_\_

**KCISD Band Emergency Information Form**

**Student Information**

Student Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade Level \_\_\_\_\_\_\_\_\_\_

Gender \_\_\_\_\_\_ Date of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Home Phone (If different than parent phone number) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parent Information**

Parent Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Other Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Other Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Alternative Contact \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Other Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Karnes City ISD is not responsible for any payment for injuries sustained while participating in any band activity. The parent/guardian is responsible for payment of any medical expenses incurred from any physical injury sustained while participating in any band activity. Insurance coverage is highly recommended for all student members. KCISD is not responsible for any damage to eyeglasses, contact lenses, or individual pieces of equipment worn while participating in band activities.

**Emergency Medical Information**

Regular Medications \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Drug Allergies \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Food/Other Allergies \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Any other pertinent medical information:

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