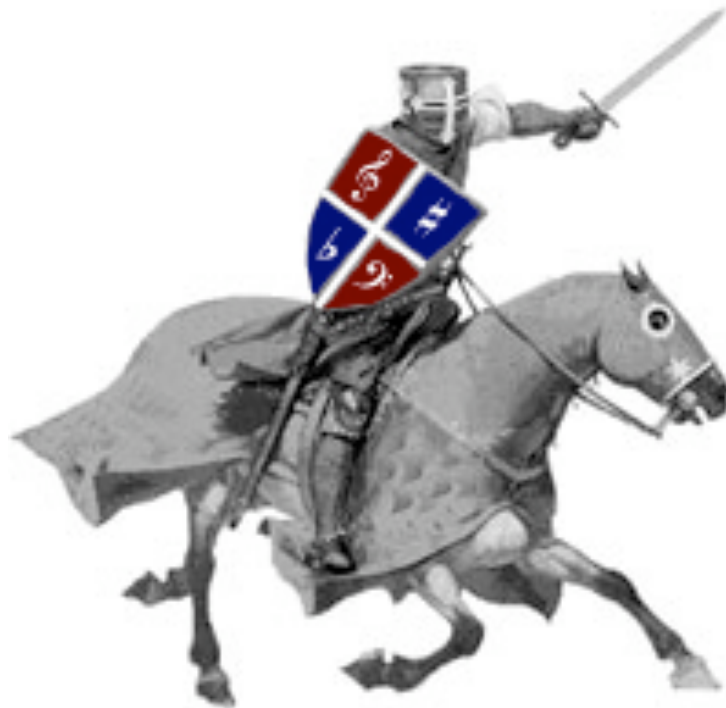


T.A. HOWARD MIDDLE SCHOOL



BAND
HANDBOOK
2009-2010

Nathaniel Neugent, Director
Meredith Keller, Associate Director
(817) 299-3526

Dear Students and Parents,

Welcome to the T.A. Howard Middle School Band! Your directors, Mr. Neugent and Ms. Keller, are very excited that we are a part of such a great band family, school, and community. We hope your summer was fun and relaxing and that you are as excited as we are for school to begin!

In the following pages you should find answers to any and all questions you may have about our band program. Please read this document carefully as we have made a few changes to the handbook's content and layout.

If you have any questions regarding your child, please do not hesitate to call or email us.

Sincerely,



Nathaniel Neugent
Director of Bands

Meredith Keller
Associate Director of Bands

Nathaniel Neugent is beginning his third year as Director of Bands at Howard MS and his thirteenth year of band directing. Under his direction, the T.A. Howard Middle School Honor Band placed 5th in the CCC State Honor Band contest in 2008. He was previously the Director of Bands at Creekview High School in Carrollton, Texas, where he taught for eight years. He is a graduate of the University of North Texas and Trinity High School, where he was Drum Major for both band programs. He was fortunate to have been a member of his father's own band program during high school. He is active in the Texas band community as a leadership clinician and drill writer. He received his Bachelor of Music from the University of North Texas in Denton.

Meredith Keller is beginning her third year as Associate Director of Bands at Howard MS and also her third year of band directing. Under her direction, the Howard Symphonic Band received a First Division rating in both UIL Concert and Sightreading in 2008 and 2009. She received her Bachelor of Music in Education from Michigan State University in East Lansing, Michigan. Prior to her time as a Spartan, Ms. Keller lived in the Houston area and graduated from The Woodlands High School. She has served as the President of both The Woodlands Highlander Band and the Michigan State University Spartan Marching Band.

...for more detailed bios, check out our website at www.howardband.com

TABLE OF CONTENTS

SECTION 1: EXPECTATIONS

Overview of Ensembles	4
Band Class Schedule	5
Grading Policies & Expectations.....	6
<i>Performance</i>	6
<i>Rehearsal</i>	8
<i>Practice</i>	11
<i>Extra Credit</i>	13
UIL Eligibility	13
Citizenship & Consequences	14
Before and After School Section Rehearsals	15

SECTION 2: SUPPLIES & EQUIPMENT

Instrument & Music Storage	16
Instrument Repair & Maintenance	17
Recommended Step-up Instruments.....	18
Supply List.....	19
Band Performance Attire	20

SECTION 3: EVENTS

Performance & Trip Procedures	21
Event Details.....	21
<i>Fall Concert/Dance</i>	21
<i>8th Grade Football Game</i>	21
<i>High School Football Games</i>	22
<i>All-District Band</i>	22
<i>All-Region Band</i>	22
<i>Winter Concert</i>	22
<i>Solo/Ensemble</i>	22
<i>Pre-UIL</i>	22
<i>UIL Contest</i>	23
<i>Spring Trip</i>	23
<i>Spring Concert</i>	23
Fundraisers	24

SECTION 4: ADDITIONAL INFORMATION

Tips for a Successful Band.....	24
Contact Information	26
Private Lesson Teachers.....	26
Local Music Stores	27
Fee Summary	28

OVERVIEW OF ENSEMBLES

All T.A. Howard Bands are ability based. Students are placed in ensembles based on a comprehensive audition that took place last spring. The ensembles are as follows: Honor Band, Symphonic Band, and Concert Band. Percussion Class students are members of the three performing ensembles, but they meet in a separate class.

Honor Band

The Honor Band is Howard Middle School's premier performing ensemble and is composed mostly of 8th graders. They officially represent the school and perform throughout the year. The Honor Band sets the standard in musicianship, integrity and professionalism at T.A. Howard Middle School.

Honor Band students are expected to practice the required amount to maintain growth as a musician and uphold the integrity and standard of this ensemble. As this ensemble represents Howard in many extracurricular activities, it is required by our state's "No Pass/No Play" law that each student maintain a 70 or higher in all classes. Members in the Honor Band are expected to enroll in private lessons and are required to attend section rehearsals, audition for the All-District and All-Region Band, perform at Solo & Ensemble Contest and be good leaders in general. Due to the advanced level of literature and expectations for this ensemble, we meet every day during either 2nd or 6th period. This allows us the amount of time and repetition necessary to compete with other ensembles statewide that have band every day.

Attendance at all band events, as well as any scheduled concert or contest is strictly required for membership in this ensemble. It is a privilege, not a right, to be in this ensemble. Therefore, if a student is unable to fulfill attendance, academic, and conduct obligations, the band director, parents and counselor will evaluate the situation and reassignment to a band with less demanding curricular and extracurricular obligations may result.

Symphonic Band

The Symphonic Band is Howard Middle School's second performing ensemble. They officially represent the school and perform throughout the year. The Symphonic Band is composed of approximately half 8th graders and half 7th graders.

Symphonic Band students are also expected to practice the required amount to maintain growth as a musician and uphold the integrity and standard of this ensemble. As this ensemble represents Howard in many extracurricular activities, it is required by our state's "No Pass/No Play" law that each student maintain a 70 or higher in all classes. The Symphonic Band students are expected to take private lessons, attend section and full band rehearsals during the spring semester for UIL music, perform at Solo & Ensemble Contest and follow the standard set by the Honor Band. They are encouraged to audition for the All-District Band.

During the fall semester Symphonic Band students are encouraged to attend sectional rehearsals, especially if they aspire to audition for All-District or All-Region Band.

Attendance at all band events, as well as any scheduled concert or contest is strictly required for membership in this ensemble. It is a privilege, not a right, to be in this ensemble. Therefore, if a student is unable to fulfill attendance, academic, and conduct obligations, the band director, parents and counselor will evaluate the

situation and reassignment to a band with less demanding curricular and extracurricular obligations may result.

Concert Band

The Concert Band is Howard Middle School's third performing ensemble. They meet in three different classes: Concert Band Woodwinds, Concert Band Brass, and Percussion Class. They officially represent the school and perform throughout the year. The Concert Band is composed mostly of 7th graders.

Concert Band students are expected to practice the required amount to maintain growth as a musician and uphold the integrity and standard of each ensemble. As these ensemble represent Howard in many extracurricular activities, it is required by our state's "No Pass/No Play" law that each student maintain a 70 or higher in all classes.

The students in this group are expected to perform at Solo & Ensemble Contest in the spring semester. They are also encouraged to attend section rehearsals during the fall if they aspire to audition for All-District or All-Region Band. Prior to each concert, these 3 classes will meet to rehearse to combine the Woodwinds, Brass, and Percussion. Most importantly, they are encouraged to take private lessons and follow the standard set by the Honor Band and Symphonic Band.

Attendance at all band events listed above, as well as any scheduled concert or contest is strictly required for membership in this ensemble. Know that it is a privilege, not a right, to be in this ensemble. Therefore, if a student is unable to fulfill attendance at performances, academic and conduct obligations, the band director, parents and counselor will evaluate the situation and reassignment to another elective with less demanding curricular and extracurricular obligations may result.

BAND CLASS SCHEDULE

A Days

7:30 – 8:30	Sectionals
8:45 – 10:10	1 Concert Band Brass
10:15 – 10:55	Quest
11:00 – 1:00	2 Honor Band
1:05 – 2:30	3 Symphonic Band
2:35 – 4:00	4 Conference
4:10 – 5:10	Sectionals

B Days

7:30 – 8:30	Sectionals
8:45 – 10:10	5 Music Appreciation (Symphonic)
10:15 – 10:55	Quest
11:00 – 1:00	6 Honor Band
1:05 – 2:30	7 Percussion
2:35 – 4:00	8 Concert Band Woodwind
4:10 – 5:10	Sectionals

GRADING POLICIES AND EXPECTATIONS

Every six weeks, grades will be determined based on your performance, rehearsal, and practice. The following sections will clearly outline what we expect and how students will be graded in each of the following areas:

- I. PERFORMANCE – 40%
- II. REHEARSAL – 40%
- III. PRACTICE – 20%
- IV. EXTRA CREDIT

I. Performance (40%)

PERFORMANCE GRADES

The average of performance grades count as 40% of the six weeks average. Items included in the Performance Grade are:

- Playing Tests (this includes Chair Tests and Passoffs)
- Written Work
- Public Performances (Concerts or contests, both group and individual)
 - These count in your average twice. If you do not attend a performance and do not have an approved excused absence, two zeroes will be entered into the gradebook.

PERFORMANCE EXPECTATIONS

- A. **Playing Tests:** Students should expect weekly playing tests that will be announced in advance. All Playing Tests are graded using our standardized Performance Objectives. These tests could cover, but are not limited to covering, the following:
 - Daily Drill
 - Scales
 - Counting/Rhythm Exercises
 - Other Technical Exercises
 - Pep Band Tunes
 - All-Region Band audition materials
 - Band music (“your part”)
- A Playing Test is simply for a performance grade but does not effect chair order.
- Chair Tests are performance grades that rank the sections in order.
- Pass-offs are a pass/fail standard for a performance grade to encourage students to learn and perform every detail of their music. Students will have multiple opportunities to meet pass-offs standards prior to each performance.
- B. **Written Work:** Since our curriculum is primarily performance-based, the amount of written work will be minimal. The type of written assignments they will encounter will deal mostly with furthering their knowledge of music theory and rhythm concepts.

C. **Public Performances:** As a band member you are a very important part of a much larger group. When we perform, your participation is vital. When members are absent, the entire band suffers. Attendance at all public performances is required. Listening to and supporting all the bands at Howard is part of performing. To receive full credit for the performance, students must attend the listening portion of the performance as well.

a. **Excused Absences**

There are some special circumstances under which we will excuse attendance at a public performance. Whatever the circumstance, we must be notified as soon as possible.

- Death in the family
- Critical family emergency (for example, a car accident)
- Bed-ridden illness (for example, pneumonia)
- Once-in-a-lifetime family event (for example, your grandparents' 50th wedding anniversary)
 - In this case, parents must contact the director as soon as possible, in writing, stating (1) the student's name, (2) the date and time of the conflict, and (3) the specific reason for the conflict. This will allow us to plan ahead to cover the part or solo of the student missing. Please understand, just because a director is notified does not necessarily mean the absence will be excused.

b. **Unexcused Absences**

An unexcused absence from a public performance could result in any of the following, at the director's discretion:

- Loss of their chair position
- Exclusion from any end of year party.
- Exclusion from contest trips (Any student that misses a required concert or competition will not go to Schlitterbahn).
- Reassignment to another ensemble.
- Removal from the band program.

According to MISD policy, extracurricular performing groups may establish standards of behavior, including consequences, that are stricter than those for students in general.

CONCERT ETTIQUITE

In addition to teaching individual and ensemble performance techniques, we are teaching our students about proper concert etiquette. Parents, please help us encourage this. Students who are rude or disruptive will not receive full credit for the performance at the directors' discretion. Following the guidelines below will make concerts an enjoyable experience for everyone.

- Be on time. (To be early is to be on time. To be on time is to be late.)
- Make a restroom stop before the concert begins.
- Turn off all cell phones and pagers. Silent mode is not off. Texting during a performance is just as rude as talking.
- Be silent and stay seated while a band is performing.
- Remain in uniform before and after your performance portion of the concert.
- It is appropriate to applaud when the conductor enters the stage and after

- each piece has finished (the conductor will indicate when a piece is over).
- Clap when it is appropriate and clap appropriately.
- Yelling, whistling, and other overly enthusiastic noise-making, while appropriate at a rock concert, marching band contest, or even a jazz concert, is **not appropriate** for a Concert Band or Orchestral concert. If it is really outstanding, you should stand up and clap.
- Take all unhappy and crying young siblings out to the foyer until calm. This is a great courtesy to others and will help us make better recordings.

II. Rehearsal (40%)

REHEARSAL GRADES

The average of daily rehearsal grades counts as 40% of each six weeks average. Every student will rehearse during every class unless he/she brings a note from a doctor describing a medical condition which would prevent his/her participation. If you are well enough to be at school then you are well enough to participate. After school rehearsals/Sectionals are Rehearsal Grades but are weighted twice given the rarity and importance of these rehearsals.

Students will receive full credit (100 points) for rehearsal when they:

1. Have their materials present and in working order for every rehearsal:
 - a. Instrument
 - b. Mouthpiece, several good reeds, or appropriate sticks/mallets
 - c. Band Binder w/ all music and organized
 - d. Pencil (no pens)
 - e. Tuner w/clip (for all Brass & Woodwinds)
2. Follow entry & exit procedures outlined in Rehearsal Expectations
3. Actively Participate in the rehearsal process by following the etiquette outlined below in Rehearsal Expectations. Lack of attentiveness, talking, or disruptions will adversely effect your rehearsal grade.

Failure to meet these requirements will result in the following daily deductions:

Action	Consequence
Non-Participation <i>No instrument, mouthpiece, good reeds, etc.</i>	Receive a zero for the day. Meet with director. <i>If your instrument is in the shop, you must provide a signed note.</i>
Insufficient Participation	Director's discretion
No Band Binder	Lose 50 points
Gum or food in class	Lose 50 points
No pencil	Lose 20 points
Poor Rehearsal Etiquette	Lose 10 points per infraction

REHEARSAL EXPECTATIONS

A. At The Beginning of Rehearsal

1. Enter the band hall quietly. You will be asked to exit and reenter if you are not quiet.
2. Deposit your backpack in the designated area (shelves in the entry). Backpacks, purses, or other bags are not allowed in the rehearsal space.
3. Grab your band binder in one hand, music stand in the other hand, and take them to your assigned seat.
4. Get your instrument out of your locker. Only flute, oboe, and clarinet cases are allowed to be at your seat; all other cases must be put back in your locker until the end of class.
 - a. Percussion only: Set up your instrument first and then assist your sectionmates. Setting up the percussion section is a team effort. Please have all implements you will need with you (keep your stick bag with you). When setting up percussion equipment, a maximum of 2 percussionists are allowed in the percussion room. All others remain at the door to distribute the equipment to setup positions.
5. Be seated, remain quiet and do not play until you are instructed to do so.
6. Organize your music according to the agenda posted on the whiteboard.
7. All noise and movement should come to a halt after the tardy bell. Anyone not in their seat (or in front of their instrument for percussion) by the end of the tardy bell will be considered tardy for that rehearsal (please see tardy policy on page 13 for consequences).
8. Have everything you need to be successful during rehearsal with you at your seat when the tardy bell rings. You are not allowed to leave your seat or playing area during rehearsal without permission from a director. Percussion, this means you may not go into the percussion room or the entry hallway without permission.
9. Refrain from asking either director a question before rehearsal. We want to create independent thinkers and problem solvers so work to solve problems yourself non-verbally. This also keeps us free to monitor the entry procedures and prepare for the start of rehearsal. After rehearsal is the best time to address the directors with any concerns.

B. During Rehearsal (Ettiquite)

The quality of work that a performing ensemble achieves in its rehearsal is the single most important factor in the overall success of the group. Efficient rehearsals produce superior bands. Here are expectations for rehearsal that will contribute to efficient and effective learning:

1. Have a **POSITIVE ATTITUDE**. This will go a long way in helping the band reach its potential. Always enter the band hall with a purpose of accomplishing a musical goal. Leave other problems outside of the band hall and focus on the rehearsal at hand.
2. Have the **RIGHT EQUIPMENT**. This will make the rehearsal go smoother. Have a pencil on your music stand at all times. Marking music will help you remember important information about the piece being prepared. This will be beneficial to you in performance and home practice. Be prepared by having all equipment in proper working condition. This includes reeds, mouthpieces, tuning slides, etc.

3. Be **ON TIME**. Always give yourself enough time to get your instrument and music, put your case away, get to your seat and be in playing position. When in a rush, your focus and concentration are the first things that suffer. This is why the entry procedures are so important to our rehearsal success.
4. Always **CHECK THE BOARD** for daily announcements and the rehearsal agenda.
5. Establish and maintain correct **POSTURE** and **HAND POSITION**. Every band member should know the importance of good habits in posture and hand position. Be responsible for maintaining a high level of professionalism in playing your instrument.
6. **SELF-DISCIPLINE**. There is no such thing as group discipline. A disciplined group occurs when all the individuals in it are self-disciplined at the same time! Rehearsals run smoother when the classroom atmosphere is at a superior focus level. Students can make a big difference in the direction of a rehearsal by following these etiquette guidelines:
 - a. No talking during rehearsal. This includes talking about the music and talking to yourself (use your inner monologue!).
 - b. Eyes on the director throughout the rehearsal.
 - c. Raise your hand if you have a question. Speak up so that the entire ensemble can hear your question...chances are it will affect them as well.
 - d. Be patient with others and listen to progress taking place.
 - e. Listen to other sections and the instruction occurring if your section is not the current focus. 99% of the time, you can apply what the other section is working on to your own playing or your music.
 - f. Always answer a question with a "yes or no sir" or "yes or no ma'am".
 - g. Concentrate. Be ready to move quickly and quietly between tasks.
7. **RESPECT**. When a large group of people work closely together on a daily basis, it is important to have respect for each other and the director in and out of rehearsal. Please be sensitive to the feelings of others in the group. Be polite and treat others as you would want to be treated. This is especially important during playing tests.

C. At The End of Rehearsal

The director's responsibility is to give you at least 2 minutes at the end of each period to follow the below procedures. On the rare occasion that does not happen, we ask your help in moving as quickly as possible.

1. Woodwinds – swab out your instrument, disassemble carefully, and put it in its case in your locker. Do not rush as you could jam your swab or unknowingly bend a key when disassembling your instrument or closing your case.
 Brass – empty your instrument of water, disassemble carefully, and put it in its case in your locker.
 Percussion – replace any covers and put your instruments away in their designated areas. **Everyone helps with all instruments**, not just your own. Remember, only 2 people in the percussion room at a time.
2. Grab your band binder in one hand, music stand in the other hand, and put them away.
3. Take your backpack and leave the band hall in a respectful manner. The shelves are not your locker.

4. As you leave, any questions for the directors can be addressed then. The best thing to do is write your question(s) down on a 5x7 notecard whenever you think of it during rehearsal. This will allow us time to solve the problem and also make sure that you are not late to your next class.

III. Practice (20%)

PRACTICE EXPECTATIONS

Success in the playing of a musical instrument is determined by the amount and quality of daily practice. Students are expected to practice daily outside of class and private lessons. Practice records must remain in the rear view window of each student's band binder. Students should fill out the minutes and information each night they practice to keep the most accurate record possible. It is the parents job to review and sign it the night before it is due (over the weekend). Parents please take a minute to review it so that the proper time is being spent for your child to progress in their playing. Strive to not treat it as a simple "permission slip" to simply sign off on, but think of it as an English paper to review. They will be turned in during the first band class of the week for each student (Monday or Tuesday) **Late practice records are not accepted UNLESS the student was absent the day it was due AND a parent signed note accompanies it. Practice records without a full signature are not accepted.**

Practice Records are due the first day of the school week regardless of whether you have band that day!

PRACTICE GRADES

The average of the weekly practice record grades counts as 20% of the six week average. Students are to turn in a Practice Record on the first day of each week to the appropriate box in the entry. We use a unique grading scale for each band. Grading is as follows:

HONOR BAND

240+ minutes per week = 110
210-239 minutes = 100
180-209 minutes = 90
150-179 minutes = 80
120-149 minutes = 70
Less than 120 minutes = 60
No parent signature = 0

SYMPHONIC BAND

210+ minutes per week = 110
180-209 minutes = 100
150-179 minutes = 90
120-149 minutes = 80
90-119 minutes = 70
Less than 90 minutes = 60
No parent signature = 0

CONCERT BAND

180+ minutes per week = 110
150-179 minutes = 100
120-149 minutes = 90
90-119 minutes = 80
60-89 minutes = 70
Less than 60 minutes = 60
No parent signature = 0

SAMPLE PRACTICE RECORD

Please see below for a sample completed practice record. It is completely filled out, the student did not "round to the nearest" five or ten minutes, the math is accurate, and it is signed. Recording minutes and adding up daily totals every day will make the task accurate and easy.

IV. Extra Credit

Students may receive extra credit for participating in activities that are not required in the above three categories. These activities include:

- Attending or participating in a non-Howard concert (15 pts.)
 - Includes marching band contests or DCI events
- Auditioning for All-District band (10 pts.)
- Making All-District band (20 pts.)
- Auditioning for All-Region band (20 pts.)
- Making All-Region band (40 pts.)
- Watching the HS band at half time (15 pts.)

Extra credit points are added in the Practice category at the end of each six weeks.

To receive extra credit, put your ticket stub, program or note signed by a parent in your band's turn in box. Make sure your name is legible. We add the extra credit to your average before grades are due at the end of each six weeks.

UIL ELIGIBILITY RULES

(NO PASS/NO PLAY)

A student who receives, at the end of any six weeks grading period, a grade below 70 in any class may not participate in **extracurricular** activities for three school weeks. Competitions (Solo & Ensemble, All-District, All-Region, Pre-UIL, UIL, Schlitterbahn) that have an entry fee or concerts that charge admission (such as the Percussion Concert) are activities that are considered extracurricular and therefore subject to UIL rules. UIL also considers performances at football games and pep rallies to also be extracurricular, and therefore ineligible students cannot attend.

However, an ineligible student may still practice or rehearse. Rehearsals, even outside of the school day, are considered **cocurricular and non-competitive**. **Concerts** (Fall, Winter, and Spring) are cocurricular and so ineligible students are required to attend as they are part of our stated curriculum and TEKS.

The student who becomes ineligible for competition regains their eligibility after the seven calendar-day waiting period has ended following the three weeks progress report showing that the student has earned a passing grade (70 or above) in **ALL** classes (not just the one they failed last six weeks). In other words, a student can only lose eligibility at the end of the each 6 weeks grading period, but can regain eligibility every 3 weeks progress report. Also understand that the loss of (or regaining of) eligibility always goes into effect after a one week waiting period from the end of the grading period in question. Semester averages and exams do NOT affect eligibility.

Unfortunately, there is no flexibility in the interpretation of UIL eligibility rules as it is a Texas state law. Your goal should be to take care of your homework and ask help from your teachers if you are experiencing difficulty within a class. This will enable you to not have to worry about the ins and outs of the UIL rules described above.

CITIZENSHIP & CONSEQUENCES

We have seven basic guidelines to be observed at all times. To have efficient and productive rehearsals, it's important for you to always act your best.

- No classroom disruptions (i.e. getting out of seat, talking, passing notes, etc.). Anything that distracts others, including the director, may be considered a disruption.
- Respect others and their belongings (don't play others' instruments).
- No yelling, running, or horseplay.
- No food, drinks, gum or candy.
- Bring your instrument, music, band supplies and planner to every class. Only these things are allowed at your seat.
- Be in your seat ready to play when class starts.
- Pencil, pencil, pencil, pencil, pencil!!!

This code of conduct is in effect at all band activities on and off campus.

Daily Consequences

If a student chooses to break the code of conduct during rehearsal, they will be issued a warning.

One warning—Self-correction, loss of 10 points from daily rehearsal grade (maximum grade: 90).

Two warnings—Self-correction, loss of additional 10 points from daily rehearsal grade (maximum grade: 80)

Three warnings – Detention and parent contact, loss of additional 10 points from daily rehearsal grade (maximum grade: 70)

Four warnings – Referral to assistant principal's office, parent contact, and daily rehearsal grade of 0.

Repeat Offenders

Students who receive an average of 2 warnings per rehearsal in a week will receive a detention and possibly a parent conference.

Tardy Policy

Students are expected to be prompt to class and to be in their seat BEFORE THE TARDY BELL RINGS (please see Entry Procedures). Students who are not in their seat when the tardy bell rings will be counted tardy. We will generally give students up to a minute in their seats to finish "setting up" their space to be ready for rehearsal, but students must be in their seats when the tardy bell rings.

Citizenship Grades

Citizenship grades each six weeks will be determined on the following basis:

- ♦E—Student has not received any warnings.
- ♦S—Student has received intermittent warnings but no detentions.
- ♦N—Student has received multiple warnings and at least one band detention.
- ♦U—Student has received an office referral.

SECTION REHEARSALS

Attendance at every sectional is crucial for the individual and section's progress. An unexcused absence to a sectional will adversely affect your grade (weighted twice), jeopardize your chair in the ensemble, and leave you behind in the music and on playing tests we do in sectionals. Please try to schedule appointments on days other than your sectional day as there is simply no way to make up the section rehearsal. The T.A. Howard Band and Athletics programs will work together to insure that any student may attend both. However, parents and student must help communicate unforeseen athletics conflicts in advance as much as possible.

Morning sectionals begin promptly at 7:30 am and end at 8:30 am. All students attending *must* enter through the back band hall doors and enter between 7:15-7:30. Back doors and band hall doors will be locked at 7:30.

Afternoon sectionals begin promptly at 4:10. Students should come straight to the band hall from their last class and be ready to play by the 4:10 bell. If the sectional occurs on a bus duty day for the directors, the sectional will be delayed at least 10 minutes (4:20-5:20). Students affected will be able to tell their parents ahead of time.

See below for sectional requirements by band:

Honor Band

All-Region Sectionals in the fall (required)

UIL Sectionals in the spring (required)

Symphonic Band

All-Region Sectionals in the fall (strongly encouraged)

UIL Sectionals in the spring (required)

Concert Band

After School Full Band Rehearsals prior to performances (required)

All-Region Sectionals

As mentioned in the ensemble expectations, all Honor Band students are required to attend sectionals each week during the fall semester. All other band students are encouraged to attend these sectionals if they aspire to audition for All-District or All-Region auditions. The fall semester sectionals will cover the All-Region music and scales. Fall section rehearsals will begin the first Friday of school and end after November 13th. These sectionals will be taught by our private lesson staff with the directors supervising.

UIL Sectionals

During the spring semester, all students in Honor and Symphonic Band are required to attend sectionals and any full band rehearsals in preparation for their UIL contest music. Spring section rehearsals will begin the Monday, January 4th and end after UIL on April 8th & 9th.

After School Full Band Rehearsals

Since the Concert Band meets during three different class periods, it is essential that the entire concert band rehearses together twice before each concert from 4:10 – 5:30. Please see the band calendar for specific dates. Spring dates may be changed as we approach in order to avoid conflicts with athletics events.

INSTRUMENT & MUSIC STORAGE

Students will be assigned an instrument storage locker and music slot. Percussionists may not receive a music slot and have to use the instrument slot only (now that we have more students than slots). It is imperative that both your instrument and music binder be clearly labeled with your name. When storing these items, please remember that only band students are welcome in the band hall. Do not bring non-band friends in or even through the band hall.

ALL INSTRUMENT CASES AND MUSIC MUST BE CLEARLY LABELED WITH THE STUDENT'S NAME ON THE OUTSIDE WITH THE LUGGAGE TAG WE PROVIDE.

We recommend that all personal instruments have some form of insurance coverage. Personal instruments are not insured by Howard Middle School or the Mansfield Independent School District. Record all instrument make, model and serial numbers at home and with the directors for identification.

BEFORE SCHOOL

- You may enter the band hall **only after the 8:37 bell rings**. Only those students involved in morning sectionals may enter the band hall before this time.
- Put your music binder away in your assigned slot. You may only store your music here.
- Put your instrument away in your assigned locker. You may only store your instrument here.

AFTER SCHOOL

- You have until 4:10 to visit the band hall to pick up your instrument and music. Please be prompt. If you ride a bus, you may leave through the back doors.
- All instruments need to go home every day (except tuba and bari sax) even if you will not be in town for the weekend. This is a security measure.
- Please be courteous of meetings and private lessons that occur in the band hall after school.

INSTRUMENT REPAIR & MAINTENANCE

You are expected to maintain your instrument in top playing condition. However, you and your parents are urged not to attempt repairs on your own. Before taking an instrument to a shop, have the director check to see if repairs are necessary. In many cases, Mr. Neugent or Ms. Keller may be able to make the repairs. If it is decided that an instrument does need repairs from a professional shop, you have two choices: you may take it to a repair shop yourself, or you can send it in by way of the directors. A music store representative comes by the school each week. Instruments picked up at school for repairs are usually returned in one week.

STEP-UP INSTRUMENTS

Many students decide that band is more than just a hobby or elective and would like to advance their talent. One of the most significant changes you can make is the decision to purchase a step-up instrument. Each year we have students that outgrow their beginner instruments and mouthpieces (which are designed for small 6th graders). In most cases, students reach a point where their beginner instrument is actually holding back their progress as a musician. It is then time to consider purchasing a step-up instrument.

Directors make careful decisions when recommending step-up instrument models. We try to find the most accessible instrument to all students. When all students have the same step-up instrument model and mouthpiece, it is much easier to tune and match tone quality. It is also our intent to try to aid you in finding that final instrument purchase that will carry the student throughout their band experience while maintaining its resale value. We do recommend keeping the beginning instrument for the high school marching band. *Never* take a professional model instrument out in the elements!

Prices vary everywhere you shop. It is a good idea to purchase a new instrument from a known, reputable dealer that offers purchase options, maintenance plans and warranties. Use caution when shopping through newspaper ads, pawn shops and the internet. In addition, some of the "super stores" have begun to carry instruments as well. These are typically low level beginner instruments that most repair shops will not repair.

The following recommendations are good choices for upgrades:

Flute

1. Yamaha YFL 674H
2. Yamaha YFL 481H

Alto Sax

1. Selmer Super Action 80
2. Yamaha 62II

Clarinet

1. Buffet R13
2. Buffet Festival

Trumpet

1. Bach Stradivarius 37
2. Yamaha Xeno

Trombone

1. Eastman by Shires
1. Bach 42BO
1. Shires Pro Select PSAG47W (or PSAY47W)

Also, know that some instruments will require a new mouthpiece purchase as well.

Please feel free to contact Mr. Neugent or Ms. Keller for more assistance in this major decision. We will be holding a professional instrument drive this fall for your convenience. The date will be announced at a later date.

INSTRUMENT SUPPLY LIST

ALL STUDENTS must have a **wire stand** for home.

ALL INSTRUMENTS															
			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Cherub Tuner/Metronome/Clip</td> <td style="width: 20%;">\$20.00</td> <td style="width: 30%;"></td> </tr> <tr> <td>Korg Tuner/Metronome</td> <td>\$33.00</td> <td></td> </tr> <tr> <td>Tuner Clip (Microphone)</td> <td>\$15.00</td> <td></td> </tr> <tr> <td>Wire Stand</td> <td>\$14.95</td> <td></td> </tr> </table>	Cherub Tuner/Metronome/Clip	\$20.00		Korg Tuner/Metronome	\$33.00		Tuner Clip (Microphone)	\$15.00		Wire Stand	\$14.95	
Cherub Tuner/Metronome/Clip	\$20.00														
Korg Tuner/Metronome	\$33.00														
Tuner Clip (Microphone)	\$15.00														
Wire Stand	\$14.95														
			* Woodwinds and brass need to purchase EITHER the Cherub Cherub combo OR another brand tuner/metronome with clip.												
			*Percussionists need this only.												
FLUTE			EUPHONIUM												
Silk Flute Swab	\$6.95		Bach 6 ½ AL Mouthpiece	\$37.95											
Tuning Rod	\$3.95		Schilke 51D Mouthpiece (stepup)	\$56.00											
Polishing Cloth	\$2.95		Valve Oil	\$2.00											
			Slide Grease	\$2.00											
			Mouthpiece Brush	\$2.95											
			Cleaning Snake	\$5.95											
			Polishing Cloth	\$2.95											
OBOE															
Reeds (you need at least 3)	\$10.45														
Reed Case (holds 3 reeds)	\$15.95														
Silk Oboe Swab	\$6.95														
Small Water Container	\$9.00														
BASSOON															
Reeds (you need at least 3)	\$11.45														
Reed Case (holds 3 reeds)	\$15.95														
Silk Bassoon Swab	\$7.95														
Small Water Container	\$9.00														
Seat Strap	\$29.95														
CLARINET															
5RV Lyre Mouthpiece	\$89.95														
M13 Lyre Mouthpiece	\$89.95														
Mouthpiece Cap	\$2.50														
Rovner Ligature w/ Cap	\$19.95														
Box of Vandoren Reeds (3+)	\$24.00														
Reed Case (holds 4 reeds)	\$4.50														
Silk Clarinet Swab	\$8.95														
Cork Grease	\$1.50														
BASS CLARINET															
Selmer C* Mouthpiece	\$175.00														
Mouthpiece Cap	\$6.00														
Rovner Ligature	\$25.00														
Box of Vandoren Reeds (3+)	\$21.00														
Reed Case (holds 4 reeds)	\$4.00														
Silk Swab	\$9.95														
Cork Grease	\$1.50														
ALTO SAXOPHONE															
Selmer C* Mouthpiece	\$145.00														
Mouthpiece Cap	\$2.50														
Rovner Ligature	\$20.00														
Box of Vandoren Reeds (3+)	\$29.00														
Reed Case (holds 4 reeds)	\$4.50														
Silk Saxophone Swab	\$8.95														
TENOR SAXOPHONE															
Selmer C* Mouthpiece	\$175.00														
Mouthpiece Cap	\$4.00														
Rovner Ligature	\$22.00														
Box of Vandoren Reeds (3+)	\$21.00														
Reed Case (holds 4 reeds)	\$4.00														
Silk Saxophone Swab	\$8.95														
BARI SAXOPHONE															
Selmer C*/E Mouthpiece	\$192.00														
Mouthpiece Cap	\$5.00														
Rovner Ligature	\$25.00														
Box of Vandoren Reeds (3+)	\$32.00														
Reed Case (holds 4 reeds)	\$4.00														
Silk Saxophone Swab	\$8.95														
TRUMPET															
Bach 5C Mouthpiece	\$34.00														
Bach 3C Mouthpiece (stepup)	\$34.00														
Valve Oil	\$2.00														
Slide Grease	\$2.00														
Mouthpiece Brush	\$2.95														
Cleaning Snake	\$5.95														
Polishing Cloth	\$2.95														
HORN															
Farkas MDC Mouthpiece	\$37.95														
Valve Oil	\$2.50														
Slide Grease	\$2.00														
Mouthpiece Brush	\$2.95														
Cleaning Snake	\$5.95														
Polishing Cloth	\$2.95														
TROMBONE															
Bach 6 ½ AL Mouthpiece	\$38.00														
Bach 5G Mouthpiece (stepup)	\$38.00														
Trombotine	\$6.50														
Small Spray Water Bottle	\$2.95														
Slide Grease	\$2.00														
Mouthpiece Brush	\$2.95														
Cleaning Snake	\$5.95														
Polishing Cloth	\$2.95														
			ALL PERCUSSION												
			Stick Bag (labeled with name)	\$18.00											
			Snare Sticks: Vic Firth SD1	\$9.00											
			Bells: IP 904 hard plastic mallets	\$27.00											
			Marimba: IP 1005mgreen cord mallets	\$36.00											
			Timpani: Vic Firth T1 General	\$29.00											
			Pitch Pipe	\$20.00											
			Parts Assigned by Dr. Hart												
			MARCHING SNARE												
			Vic Firth "Scott Johnson" (SSJ)	\$9.00											
			MARCHING TENORS												
			Vic Firth MTT mallets	\$28.00											
			MARCHING BASS DRUM												
			Bass 1: MBOH	\$33.00											
			Bass 2: MB1H	\$33.00											
			Bass 3: MB2H	\$33.00											
			Bass 4: MB3H	\$33.00											
			Bass 5: MB4H	\$33.00											

BAND PERFORMANCE ATTIRE

The visual impression we make at a performance is very important. It is imperative for all students to look and act their best. We have two looks: formal performance attire and casual performance attire.

FORMAL PERFORMANCE ATTIRE

- White tuxedo shirt (\$15) pre-ordered at Band Registration
- White undershirt
- Black dress pants (plain black; no pinstripes; no skirts)
- Black closed toe shoes
- Black socks or nylons
- Bowtie (provided by school)
- Cumberbund (provided by school)

We will pass out ties and cummerbunds before each performance. As soon as concerts end, students will be responsible for putting the ties and cummerbunds away in the storage containers before leaving. Replacement for lost or damaged ties/cummerbunds will be \$20.00. Students will remain in their formal concert uniform until the conclusion of the entire concert.

CASUAL PERFORMANCE ATTIRE

- Howard Band shirt, tucked in (\$12) ordered at Band Registration
- Blue jeans (not shorts [except for Friday, August 23rd])
- Athletic shoes with socks (no flip flops/sandals/Crocs)

Those students not dressed accordingly will be excluded from performing and receive the penalties for non-performance (this includes not going to Schlitterbahn).

Parents, we would also like to mention that you may purchase t-shirts for yourselves at Band Registration. It's always wonderful to see parents supporting us in this way. When we have an outing, it helps our students to find you when needed and at contests, it shows you for the superb band parents you are.

PERFORMANCE & TRIP PROCEDURES

Where applicable, students will ride the bus to events. If parents wish to take their student with them after any event, you must use the following procedure:

- A. The directors must have a note before the event from the parents noting that the student will not be riding the bus back to Howard.
- B. The student and parent must check-out with a Howard director or trip chaperone before leaving. This is for the student's safety.

In all cases, the directors will publish an approximate ending time for each event. Your student's directors want to go home to their families and should not have to wait for parents to pick up their student from band events. **Please be courteous and be on time.** Do not depend on having your student call upon our return or when they are ready to go home. **The Mansfield ISD Police will be called in the case of a student left after a band event for an unreasonable amount of time.**

When parking in the back at Howard and waiting for our return, please do not park in the bus lane. It makes it difficult for our buses to park, students to disembark from the bus and also unload all our equipment.

EVENT DETAILS

Prior to each event we will give each student a handout detailing specific information. Please be on the lookout for these handouts about a week before every event. They will also be available on our website: www.howardband.com

FALL CONCERT & DANCE

Our Fall Concert and Dance will be on different dates this year due to the availability of the Willie Pigg. The concert will be during the 2nd week of October and will feature mostly pep band music and a few Halloween tunes. This concert, like all of our concerts, is a required event. The dance will be held in the Howard Cafeteria on Thursday, October 29th (tentatively). All band students are invited to join us for dancing, food, and costumes! The dance is optional but lots of fun ... and yes, the directors will have costumes!

8TH GRADE FOOTBALL GAME

We will all perform in the stands of the new MISD Stadium to see our Howard Knights face a district opponent during the month of October. We will provide transportation to and from the game, but parents are encouraged to come and enjoy the game as well!

HIGH SCHOOL BAND NIGHTS

We will be joining their future high school band for a football game. This is a great opportunity for middle school students to get a taste of what high school band is really like. They will play with the band in the stands, socialize with band members, and then enjoy watching the halftime show! We will provide more information about this after the year starts. This year we will be taking the entire band to one Summit HS game. The few 8th grade students we have zoned to Legacy will have the opportunity to go to a Legacy game as well. Dates will be published on our band calendar.

ALL-DISTRICT BAND

Our students have the opportunity to audition for the MISD All-District Band on Saturday, October 31st (tentatively). This audition is mandatory for Honor Band members and encouraged for Symphonic Band members. Students who are accepted into the band will get to learn fun new music and play in a concert with other successful band students from Coble, Jobe, Jones, Wester, and Worley in late February.

ALL-REGION BAND

Our students also have the opportunity to audition for the TMEA Region 5 All-Region Band on Thursday, November 12th (Phase 1) and Saturday, November 14th (Phase 2). Students who are accepted into the band will get to learn fun new music and play in a concert with other successful band students from the Mansfield, Arlington, Birdville, and Hurst/Euless/Bedford on December 4th and 5th. Being accepted into this ensemble is the most prestigious individual award a middle school band student can achieve.

WINTER CONCERT

Our Winter Concert will allow us to highlight each of the bands playing a bit more serious concert literature along with a few holiday favorites. This year the Winter Concert will be during the first week of December at the Willie Pigg.

SOLO/ENSEMBLE

All students are required to perform a solo with live piano accompaniment at the MISD Solo/Ensemble contest held in early February. Directors and/or private lesson teachers will assist students in choosing a solo to play. Accompanist rehearsals will begin in January before, during, and after school. We help setup accompanists for the kids and also setup rehearsal schedules for them. However, students may find and use their own accompanists. We need to know this by the first week of January. Students are encouraged to perform in a small ensemble as well.

PRE-UIL

This event will give the bands a chance to practice for the UIL Concert/Sightreading Contest. It will be at the Willie Pigg on March 10th for Symphonic Band and Concert Band and on March 11th for Honor Band. We will provide transportation to the event, and parents will pick up their students afterwards.

UIL CONCERT/SIGHTREADING CONTEST

UIL is the governing body for all interscholastic competition in the state of Texas. The music division hosts our Region Concert & Sightreading contest each spring. This contest serves as our yearly snapshot of the progress of our program and serves as fine art's closest analogy of assessment to the TAKS test. Each band will perform three contest selections and stage and then learn and perform a piece they have never seen before. UIL is by far the most important performance of the year for each band participating. This year's UIL contest occurs on April 8-9 and we encourage all parents to attend. These will be the most refined performances of the year for our bands. We will provide transportation

SPRING TRIP

We are taking a spring band trip again this year just as we have the last few years. For those of you that are new to the Howard Band program, we go to the Schlitterbahn Music Festival in May. Not only have we had a great time swimming and riding all the water rides, but we have also done very well at the music contest! Here are the trip participation guidelines for all students to begin working towards. All Howard Band students are eligible to go on this trip with the following exceptions:

1. Students who are absent from required band concerts or competitions during the course of the school year. (Don't forget, you must dress appropriately in order to perform and still be eligible for this trip.)
2. Students who are ineligible to play at UIL.
3. Students who are failing ANY classes at the end of the fifth six weeks. This is the state "no pass, no play" law.
4. Students who have made a "U" in conduct in band during the first, second, third, fourth or fifth six weeks or had consistent behavioral problems throughout the year.
5. Students who fail to meet the performance requirements on their particular instrument.

Our district will only pay for the contest entry fee. Therefore, we will be doing 2-3 fundraisers in order to try to fund the entire trip. Hopefully our fundraising funds will pay for most of our trip (entry fees to Schlitterbahn, two catered meals, and charter buses). Students and parents will have to pay whatever is left. So. . . *start saving now!* This is not an overnight trip but it is a very long, one-day trip. We will need many chaperones. It is a costly trip for our band unless everyone does their part on the fundraisers.

The date for the Schlitterbahn trip is TENTATIVELY May 8th. The date will be official when we publish our Spring Semester calendar.

SPRING CONCERT

Our Spring Concert will be held at the Willie Pigg in May. Each band will play a combination of their UIL contest music and new pieces, and we will give out a few awards.

FUNDRAISERS

MISD is very generous in supporting the band programs in our district. However, as in all quickly growing districts, it is simply not possible for the district to fund all of the enrichment activities that we feel are a vital part of your child's musical education. For this reason, the Howard Band participates in fundraising activities. Some activities supported by our fundraisers are registration fees and transportation costs for non-UIL events, the spring trip to New Braunfels, private lesson scholarships, clinicians, equipment and many other activities.

On average, the cost of each child participating in all band activities is approximately \$150-\$200 per year. In order for all our students to get the full band experience without being a financial burden, we ask that as many parents and students as possible participate in the band fundraiser. We do not maintain individual student accounts. All raised funds will benefit the band as a whole. We understand that not all parents wish for their children to participate in fundraisers and the Howard Band respects that decision. Please keep in mind, however, the cost of each child's participation in our program and support the band in any way you feel possible.

Fundraiser Dates

- #1 Cookie Dough & Candles: August 26 – September 9
- #2 Items To Be Announced: January 6-14

TIPS FOR A SUCCESSFUL BAND PROGRAM

Students:

1. Always conduct yourself in a manner that brings credit to you, your family, your community, and your school. You should be a positive reflection of Howard Middle School.
2. Be loyal, honest, courteous and sportsmanlike in all dealings with your band directors, fellow band members, chaperones, academic teachers and the competition. Adult volunteers are available to assist you. They should receive your complete cooperation and respect. Always watch, listen and cooperate with adult and student leaders during band functions.
3. Be consistent and prompt to all rehearsals and be ready to put forth committed effort to accomplish excellence. Be at the right place, at the right time for all band activities with the right equipment, attire and attitude. "To be early is to be on time. To be on time is to be late. To be late is unacceptable."
4. Special care should be taken to see that all personal and school property is properly maintained. Place identification tags on all items. NEVER leave your instrument unattended. No one shall play, hold, or otherwise operate or handle another person's instrument.
5. Practice sufficiently to be prepared to rehearse and perform at the highest level according to your capabilities. Be prepared with all necessary materials every time you come to band.
6. The primary use of the band hall is for rehearsals. Never do anything that

would interrupt a rehearsal. Practice rooms are for practicing only.

7. Only band students are allowed in the band hall.

8. Students are responsible for keeping their individual lockers clean and neat.

Only instruments are allowed in the instrument cages. Everyone will assist with keeping the band hall clean and neat as well. Cleaning is everyone's responsibility!

9. Students are expected to practice daily outside of band class and private lessons.

10. Students need to bring to their parents' attention all correspondence that is sent home. Any correspondence that requires a parent signature is to be returned to the band directors promptly.

Parents:

1. Show an interest in your student's study of music.

2. Find a regular time and a quiet place for your student to practice.

3. Keep your student's instrument in proper working order. See that they have good reeds, valve oil, or other instrument supplies as needed. It is suggested that all personal instruments have some form of insurance coverage. Personal instruments are not insured by Howard Middle School or M.I.S.D. Record serial numbers for home records and identification. Independent insurance information is available from your student's director.

4. Help your student keep an accurate practice record each week and then sign it.

5. Help your student understand the importance of being prepared and on time for class.

6. Give the gift of private lessons to your student.

7. Keep a schedule of band activities in a prominent place to help avoid conflicts.

8. Ask your student to play for you. With regular practice, you should see a difference.

9. See that your student takes his/her instrument and music to school and home again.

10. Volunteer time for your student's band program. Parental involvement is a key to student success.

11. See that your student keeps up with all their academic studies and makes up work missed while absent.

12. Attend your student's performances.

CONTACT INFORMATION

Communication is essential for the success of our band program. If you have a question or concern about the program, there are multiple ways to seek help. First of all, ask your student if they received any pertinent documents that they were supposed to pass on to you. The directors will periodically send out email updates as deadlines and events approach. Please make sure that we have your current email address. You can also check the Howard Band Website for information regarding upcoming events or to download lost forms, or contact the directors directly by either calling the band hall or through email.

Howard Band Website www.howardband.com

Howard Band Hall (817) 299-3526

Nathaniel Neugent neugna@mansfieldisd.org

Meredith Keller kellme@mansfieldisd.org

If for any reason you need to get in touch with one of the other directors in our cluster, here are their school numbers:

Summit High School (817) 473-5429
Brad Bonebrake, Steve Shadman, Shawn Hart

Legacy High School (817) 299-1100
Glenn Fugett, Renee Goodwin

Cross Timbers Intermediate School (817) 299-3578
Stephanie Bonebrake, Cathi McFaul

PRIVATE LESSON TEACHERS

As emphasized in our Ensemble Expectations, private lessons are a huge part of our program. With larger classes compared to 6th grade beginner band, private lessons give the students a consistent one-on-one experience with an approved professional on their specific instrument. The more they progress, lessons become more important to the growth of each individual, each band, and the entire program. We encourage every student to consider lessons even if they have not taken in the past. We also encourage you to communicate with the directors regarding any questions or concerns about lessons. **An updated listed of approved teachers will be available on our website www.howardband.com**

LOCAL MUSIC STORES

Music Arts Centers (817) 466-8696
On the east side of the Arlington Highlands Shopping Center
4000 Five Points Blvd. #129
Arlington, TX
www.musicarts.com

Mr. E's Music (817) 419-0353
North of Super Target
1455 Arbrook
Arlington, TX
<http://www.mr-e-music.com>

Rivard Brothers (817) 459-2263
2425 W. Arkansas Ln.
Arlington, TX

Houghton Music (817) 431-8072
1021 Conchos Circle West
Keller, TX 76248
www.houghtonhorns.com
houghton.horns@verizon.net

FEE SUMMARY

Here is a list fees that you can expect throughout this year. The list is not all-inclusive and is only meant to give you an idea of what is coming.

REGISTRATION (check made out to Howard Band)

- Registration Fee - \$5
- Band T-Shirt - \$12 each
- Tux Shirt - \$15
- Instrument Usage Fee - \$60 for winds, \$20 for percussion
- Hawaiian Falls Party - \$12 each

EVENT FEES TO ANTICIPATE (paid as the event approaches)

- All-Region Audition - \$6
- Solo/Ensemble Entry Fee - \$5 per event
- Live Piano Accompanist Fee - \$35 (unless you have your own)
 - Make check out to your accompanist
- Schlitterbahn Trip Cost - \$70-\$90
 - Final cost will be dependent upon fundraising and will be announced before Spring Break

MISCELLANEOUS

- Lost Band Binder (includes blue book) - \$10 for winds, \$13 for percussionists
- Lost Blue Book - \$7 for winds, \$10 for percussionists
- Lost Sheet Music (per page): \$0.25
 - Pay with cash
- Private Lesson (per half-hour lesson): \$16
 - Make checks out to your private teacher

HANDBOOK POLICIES & PROCEDURES FORM

We have received a copy of the 2009-2010 Howard Band Handbook. We have read, understand, and will comply with the policies and procedures outlined therein.

Parent:

Printed Name: _____

Signature: _____ Date: _____

Student:

Printed Name: _____

Signature: _____ Date: _____