

**Mance Park Middle School  
Band Handbook  
2011-2012**



Barbara High  
bhigh@huntsville-isd.org  
936.294.7645

Cole Smith  
csmith@huntsville-isd.org  
936.294.7645

Corey Daniel  
cdaniel@huntsville-isd.org  
936.293.2731

## 2011-2012 Band Booster Executive Board

### President

Bob Stoudt                      president@huntsvillemilitaryband.com

### 1<sup>st</sup> Vice President Concessions

Sherri Barrett                      vpconcessions@huntsvillemilitaryband.com

### 2<sup>nd</sup> Vice President Chaperones

Christie Welle                      vpchaperones@huntsvillemilitaryband.com

### Treasurer

Karla Christian                      treasurer@huntsvillemilitaryband.com

### Secretary

Melissa Thornton                      secretary@huntsvillemilitaryband.com

### Special Projects Chair

Tracy Stoudt                      specialprojects@huntsvillemilitaryband.com

### Corporate Sponsor Coordinator

Bob Stoudt                      corporate.sponsor@huntsvillemilitaryband.com

### MPMS Representative

Terri Hall                      rep-mpms@huntsvillemilitaryband.com

### Webmaster

Dr. David Rathke                      webmaster@huntsville-isd.org

### MPMS Band Contact Information

#### Mailing Address

Mance Park Middle School  
441 FM 2821 E  
Huntsville, TX 77340

#### Band Hall Office

936.294.7645

#### Official Band Website:

[www.huntsvillemilitaryband.com/MPMS.htm](http://www.huntsvillemilitaryband.com/MPMS.htm)

# Table of Contents

Introduction.....	4
Huntsville ISD Band Vision.....	4
Mance Park Middle School Band Expectations.....	4
Consequences.....	5
Instruments.....	5
Required Supplies for all Band Students.....	6
Supplies for particular instruments.....	6
Music.....	7
Grading Policy.....	7
Tardy Policy.....	7
Practice Requirements.....	7
Chair Tests.....	8
Extra Credit Work.....	8
Skills Expectations.....	8
Challenges.....	9
Sectionals.....	9
Performances.....	9
Performance Attire.....	10
Academic Eligibility.....	10
Solo and Ensemble.....	11
Student Transportation.....	11
Band Travel Policy.....	12
Bus Policies.....	12
Private Lessons.....	13
Private Lessons Scholarships.....	13
Summer Band Camps.....	13
Items to Return.....	14
Conclusion.....	14
Calendar.....	15
Receipt Page.....	16
Medical Release Form.....	17
MPMS Band Information Sheet.....	18
Picture Release Form.....	19
Instrument Usage, Repair, and Maintenance Agreement.....	20
Private Lesson Information Sheet and Agreement.....	21

## **Introduction**

We are very excited to welcome both students and parents to an exciting year in the Mance Park Band Program. The purpose of this handbook is to introduce the Band Policies, which have been designed to provide you with the best possible band program. Please keep this handbook as a reference.

## **Huntsville ISD Band Vision**

Through a family atmosphere of mutual respect and belonging, HISD band students will experience a dynamic learning environment that results in sustaining a *tradition of excellence*. Students will be successful by utilizing the highest musical standards resulting in a life-long love for music, and a sense of pride and self-confidence.

## **Mance Park Middle School Band Expectations**

The list below outlines what is expected and some things that are not acceptable from MPMS band students. (This list is not exclusive.)

- 1) At no time will Band members be late to a rehearsal or performance, unless cleared with a director in advance. If there is an emergency the director must be notified as soon as possible.
- 2) Swearing will not be tolerated at any time, during any rehearsal or performance.
- 3) Students will respect all school property and that of others at all times. If something is not yours, please do not touch it unless you have permission from the person who owns it.
- 4) The Band Hall is the Band's "home" and should be treated as such. If you use something, put it back. If you borrow something, return it. If you make a mess, clean it up.
- 5) The Band Hall is for band students ONLY. Non-band students are not allowed in the band hall. This is to protect people who are not familiar with the safety of being around tubas, drums, trombones, etc. Additionally, this is to minimize the accidents resulting from people who do not know how to handle instruments properly. Finally, this is to minimize the possibility of theft in the Band Hall.
- 6) Every student should have their music, instrument (including extra reeds, valve oil, etc.), and a sharpened pencil during band class.
- 7) Students will show respect for everyone they come in contact with.
- 8) Fighting before, during or after a band performance or rehearsal with another band member can be grounds for permanent dismissal from the Band Program for the student's remaining middle and high school years. Fighting with any student not in band will have the same result.
- 9) Cell phones are a useful means of communicating with parents for pick-up and drop-off times. However, cell phones will not be used or visible during any performance or rehearsal (including after-school) or they will be picked up and given to the office and the normal school procedures will be followed as if picked up during the school day.
- 10) Failure to follow these guidelines can result in dismissal from the band program.
- 11) Breaking a local, state or federal law can result in permanent dismissal from the band program.

## Consequences

- 1) Warning
- 2) One or more of the following:
  - a) Phone call to parents.
  - b) Written assignment during class.
- 3) Office referral or removal from band program.

## Instruments

Due to the high cost of providing an instrument to every student in the band program, each member of the Band must have an instrument of their own that is in good repair and good working order. However, some instruments are too costly for the students to purchase and the school district will provide those instruments. The following instruments will be provided to qualified students for a fee of \$25 due at the beginning of each semester (or one payment of \$40 due at the beginning of the school year) to cover cleaning and maintenance, but not including abuse or neglect:

- 1) Oboes
- 2) Bassoons
- 3) Bass Clarinets
- 4) Tenor Saxophones
- 5) Baritone Saxophones
- 6) French Horns
- 7) Trigger Trombones
- 8) Baritones/Euphoniums
- 9) Tubas
- 10) Percussion Equipment (except beginning percussion kits)  
\*\* Note: All percussionists must supply their own mallets and sticks, as required by the band director at all times.

All students who are using a school owned instrument do not have to bear the expense of purchasing an instrument and are strongly encouraged to take private lessons through the band program.

Additionally all students are responsible for supplying their own reeds, oil, grease, and creams (as needed by their instruments). All reed players are required to have four reeds, in good playing condition, with them at all times.

It is also strongly recommended for sanitary reasons that each brass player who is using a school owned instrument purchase his/her own mouthpiece as recommended by the band director. Brass players are required to have valve oil with them at all times as well as their own B.E.R.P. attachment.

**Failure of any student to have his/her required instrument parts and accessories will result in the lowering of that student's participation grade.**

## Required Supplies for all Band Students

- 1) All issued music
- 2) 1/2"-1" black binder
- 3) 5 dividers
- 4) Pencil pouch
- 5) Pencil with eraser
- 6) Instrument in excellent playing condition (or mallets and drumsticks for percussion)
- 7) Metronome/Tuner
- 8) All supplies relative to their instrument (as outlined below)
- 9) MPMS Band Polo
- 10) Flip Folder
- 11) Lyre (if issued)

## Supplies for particular instruments

### Flutes

- 1) Tuning/Cleaning rod
- 2) Cleaning cloth

### Oboes/Bassoons

- 1) THREE good/playable reeds (no chips or excessive wear)
- 2) Reed storage case
- 3) Small bottle for soaking reeds in water
- 4) Cleaning Swab

### Clarinets/Bass Clarinets/Saxophones

- 1) FOUR good/playable reeds (no chips or excessive wear) "Rico Classic Reserve" is the approved reed brand.
- 2) Reed guard
- 3) Ligature
- 4) Proper Mouthpiece and cap
- 5) Cleaning swab
- 6) Cork Grease
- 7) Neck Strap (Saxophones Only)

### All Brass (Trumpet, French Horn, Trombone, Baritone, Tuba)

- 1) Valve Oil
- 2) Rotary Oil (French Horn Only)
- 3) Slide Cream and spray bottle (Trombone Only)
- 4) Mouthpiece
- 5) B.E.R.P.

### Percussion

- 1) Marimba Mallets 1 pair – Innovative Percussion 240
- 2) Bell/Xylophone Mallets – OR42
- 3) Timpani Mallets -- American Custom T6
- 4) Snare Drumsticks – 2B
- 5) Mallet Bag – Humes & Berg Galaxy Stick Bag GL8000 or comparable

## Music

Each student will be issued 1 copy all of the current music selections. If a student loses any music it will result in the following fees:

Pep Rally Music	10 cents per copy (5"x7")
Concert Music or Daily Drills	25 cents per copy (8 ½"x11")
Complete set of music	\$2

If a student loses a piece of music during the year, it is his/her responsibility to pay for another piece of music before the next rehearsal. All students must have their own copy of each piece of music. There is a music sign-up sheet to sign-up for any copies needed. The student must pay one of the directors before another piece of music will be disbursed.

## Grading Policy

### Daily Grades

**50%**

Students receive daily grades based on their participation. The participation grade is largely dependent on the students bringing all necessary materials to class and actively participating. Points will be deducted from the daily participation each day the student is unable to fulfill the performance requirements due to lack of required supplies.

### Major Grades

**50%**

Major grades include playing tests, written tests, sectionals, concerts and other performances.

## Tardy Policy

### Tardy to Class

Upon arriving late to class, the student will need to fill out a tardy slip explaining the reason for the tardy and what class they were coming from (if applicable). Students will need to attach their tardy admit from the office or teacher.

1-2 Tardies	Warning
3 Tardies	Phone call home
4+ Tardies	Discipline referral

### Tardy to a Performance

If a student arrives after the performance has started, they will not be permitted to perform and it will result in a zero for a major grade.

## Practice Requirements

In order to become successful on a musical instrument, daily practice is essential. Parents can help their band student practice in the following ways:

- 1) Try to establish a regular time and place for your child to practice every day.
- 2) Encourage your child to practice and remind him/her of its importance.

There will be weekly playing tests and your students' grade will reflect the amount of time they practiced.

## **Chair Tests**

There will be certain times specified by the Director throughout the year where chair tests will be given to the whole section. These tests may or may not be for a grade, but for chair placement. These can be either announced well in advance of the test or they may be “pop” playing tests given at the band director’s discretion. Tests can take place in front of the entire band, only the section, or one-on-one with the directors.

## **Extra Credit Work**

All band students may attend an approved instrumental performance for extra credit, including Huntsville High School or Intermediate School and Sam Houston State University. You must bring the program to the director the next school day to receive credit. Students may also write a full page report on any music subject (ex. Composers, instruments, songs, etc.) due the Monday before the 9 weeks grading period ends.

## **Skills Expectations**

There are no “auditions” to be a member of the Mance Park Middle School Band, only evaluations of a student’s skills and abilities. Each student is evaluated on the following musical and non-musical factors to determine band and chair placement (this list is non-inclusive):

### **Musical Factors:**

- Prior band experience
- Posture
- Horn position
- Breathing
- Tone quality
- Articulation
- Scales/key signatures
- Accidentals
- Rhythm reading
- Sight-reading
- Dynamics
- Music theory
- Phrasing
- Style

### **Non-Musical Factors:**

- Academic grade history
- Grade level
- Dependability
- Dedication
- Motivation
- Social skills
- Cooperation
- Ability to follow directions
- Initiative for musical improvement (lessons, all-region, solos)

## Challenges

Once the initial chair placement has been posted, a student may move up a chair through challenges. The following rules apply to challenges:

- 1) There must be at least 24 hour advance notice given to the person being challenged as well as the Directors.
- 2) Two challenge slips must be filled out with the challenger's name, the challengee's name, the instrument being challenged on, the part being challenged on, the measures being challenged on (between 8 and 32), the date of the challenge, the time of the challenge, and signatures of both the challenger and challengee.
- 3) Once the slips are filled out, one must be given to the challengee and one must be turned in to the Band Director's office.
- 4) The Band Director is the only person authorized to decide challenges.
- 5) The challenge will be conducted in the following manner to ensure fairness to all parties. The director will keep his/her back to the students. The students will decide who will be player "A" and player "B" unbeknownst to the director. The director will ask one of the players to play first, and then the second player will play. The decision will be made and the band director's copy of the challenge slip will be noted with the winner and the slip will be filed in the challenger's file.
- 6) The challenges will be judged on tone quality, dynamics, correct pitch, rhythmic accuracy, articulation accuracy, precision, musicality, and style.

## Sectionals

Students receive a weekly grade based on their sectional attendance. Because we have so few after school sectionals these are mandatory. Other activities' practices will be secondary to the once weekly band sectionals. If the other activity has a game/competition that conflicts with the band sectional, the other activity's competition will take precedence. Sectionals will be scheduled after school, and will start the second week of school.

## Performances

Band is a performance based class. Every member of the ensemble is vital to its performance success; therefore it is easy to see why all performances are mandatory and major grades. The only acceptable reasons for missing a performance are severe illness, with a note from physician, or extreme family emergency or tragedy. Please phone the band hall at 936-294-7645 prior to the performance when possible if one of these reasons causes your student to miss a concert. Attendance at performances will count as a major test grade. If a student arrives after the concert has started, they will not be permitted to perform and it will result in a zero for a major grade. Please be on time.

## **Performance Attire**

Band Picture Day, Winter Concert, Spring Concert, Solo & Ensemble, and Contest Events:

### **Ladies:**

- 1) Solid black dress pants, no stripes, glitter, etc. Capri pants, gauchos, and jeans are not acceptable.
- 2) Long-sleeved, white button-up dress shirt with the appropriate white undergarments (camisoles etc.) tucked-in with a black belt
- 3) Black socks or hose
- 4) Black, closed-toe shoes

### **Gentlemen:**

- 1) Solid black slacks, no holes and no jeans
- 2) Long-sleeved, white button-up dress shirt. Undershirts can be worn but must be white and without writing that can be seen through shirt. Shirt should also be tucked in with a black belt.
- 3) Long, solid black tie
- 4) Black, closed-toe shoes
- 5) Black Socks

Pep Rallies, Football Games, and Fair on the Square:

- 1) Band Polo Shirt, tucked in
- 2) Nice Blue Jeans (not black, khaki, or other color and no holes)
- 3) Belt
- 4) Closed-toe shoes

**Failure to wear the appropriate attire will result in loss of participation for that particular event and therefore a zero for a major grade.**

## **Academic Eligibility**

The Mance Park Band expects its members to be in high academic standing. The state requires the band program to participate in UIL No Pass – No Play. Students earning below a 70 in any class at the end of a nine-week period will not be allowed to participate in any extra-curricular activity including pep rallies, football games, UIL Contests, Solo/Ensemble Contest, and Six Flags. These students will still be responsible for rehearsing with the ensemble and attending all concerts.

## **Solo & Ensemble**

Solo & Ensemble Contest involves students preparing a solo or an ensemble (a small group) and performing for a judge. The student is given a rating based on the quality of the performance.

Each student in **Wind Ensemble** will be required to perform a solo and participate in a medium ensemble. They may also perform in one small ensemble if they choose, but it is not required. The band will pay the entry fees and for the accompanist.

Each student in **Symphonic Band and Concert Green and White Bands** will be required to participate in one small ensemble and one medium ensemble. They may choose to perform a solo also, but it is not required. The band will pay the entry fees. Students choosing to perform a solo will need to pay the fee for the accompanist (\$10-\$15).

Each student in **Cadet Band** will be required to participate in a medium ensemble. The band will pay entry fees.

If a student is academically ineligible, he/she will perform for a band director or private teacher at school.

If the student cannot attend for any reason (illness, work, failing grades, death in the family, etc.) the student and/or parents must reimburse the band the entry fee **and** must still pay the accompanist his/her fee because of the preparation time.

## **Student Transportation**

Rehearsal and performance times are stated and all students are expected to be picked up within 30 minutes of the end of a rehearsal or upon returning to the band hall from a performance. Please be prompt and pick up your students.

Carpooling is not only encouraged, but it is a necessity for the student's well being. Please make arrangements to work together with other parents and students who can share in the carpooling experience.

There are a few events where arrival times are not exactly known, but are estimated. In situations like this students will be allowed to call when we are on our way to the band hall. Please be at the band hall within 30 minutes of our arrival home. The band directors will not stay past 30 minutes.

**NOTE: Any student not picked up 30 minutes after a rehearsal or a performance will be turned over to the Huntsville Police Department for the student's safety.**

If there are transportation issues, you may call Brazos transit at 800-272-0039 for a free ride. They have a contract with the city of Huntsville to provide transportation for people who need it.

## **Band Travel Policy**

Throughout the school year there are several occasions where the band travels. These include: Fair on the Square, High School football game, Solo/Ensemble Contest, UIL Contest, and Six Flags. The students will be representing Huntsville ISD as well as Mance Park Middle School and should be on their best behavior. Any non-compliance with expectations set forth by this handbook and Mance Park Middle School policies will result in disciplinary action. Illegal behavior will not be tolerated and will result in immediate and permanent removal from the band program. Our main concern is the safety of our students and we do not want anything to jeopardize their safety or ruin their experience.

## **Bus Policies**

As the main form of transportation for the Band, there are specific policies that must be followed.

- 1) All school rules for bus behavior will be followed at all times. Please keep noise to a minimum, stay seated, and do not lie down on the floor while the bus is in motion. Additionally, if the bus driver asks the students to do something, the students will follow the direction of the bus driver.
- 2) There will always be chaperones on each bus. The chaperones will be given a list of who should be on each bus and will call roll every time the bus is loaded.
- 3) For one-day trips, please limit the articles you bring to only what is absolutely necessary.
- 4) Electronic devices are allowed, but they must be kept at a low volume or they will be taken up by the chaperones.
- 5) Neither the district or band directors will be responsible for any lost or stolen items.
- 6) Everyone who travels with the band must return with the band. There are very limited exceptions to this rule. You must check with the director BEFORE the day of the performance.
- 7) For Six Flags Trip: Everyone must sign their own name for a bus. You may NOT sign anyone else up for a bus. The only exception is if someone is absent from school, then you must have approval from a band director BEFORE you sign someone else's name.

## **Private Lessons**

The directors will invite a staff of teachers to the high school to teach private lessons. These lessons are not mandatory, but are strongly encouraged.

The lessons are designed to be one-on-one teaching for the student. It is an outstanding way for each student to become more proficient on their instrument and can especially help all-region auditions, state auditions, solo & ensemble, concert music, marching music, evaluation/chair test music, and generally improve the playing level of the student.

The lessons will be coordinated through the band office, but will be handled by the individual lessons teacher. There will be an attempt to provide a lessons teacher for the following instruments: Flute, Oboe, Bassoon, Clarinet/Bass Clarinet, Saxophone, Trumpet, French Horn, Trombone, Baritone/Euphonium, Tuba, and Percussion.

These lessons will cost \$12-\$15 per half hour (depending on the qualifications of the teacher) and a Private Lessons Agreement Form will go out to all students and parents that details the specifics of the private lessons program.

These lessons are the key for students to go from “good” to “great” players. They are strongly encouraged.

## **Private Lessons Scholarships**

The Band Boosters offer money to be used for Private Lessons Scholarships. These scholarships will be either partial or full scholarships. If they are partial, the student/parent is expected to make up the difference. They are offered on the basis of financial need, instrumentation, student’s academic success, student’s commitment to the band program and desire.

Upon receipt of a scholarship, the student and parent agree that the student will continue in band during the current year and will enroll and actively participate in band during the following year as well (unless the student is a senior). Additionally, if the student withdraws or is removed from the band program, the student/parent agrees to reimburse the band program for the amount already spent on his/her private lessons to date.

## **Summer Band Camps**

Most colleges in the state of Texas offer a week of band camp in the summer. Band camps are a great and fun way to improve as musicians. Information about band camps usually arrives in the band office in March or April. We will post band camp information in the band hall as it becomes available.

## Items to Return

There are a few pages that need to be filled out, signed, and returned to me by **Monday, August 29<sup>th</sup>**. Those pages are:

- 1) Receipt Page
- 2) Medical Release Form
- 3) Information Sheet
- 4) Picture Release Form

There are two pages that your student may or may not need to return:

- 1) Instrument Usage, Repair, and Maintenance Agreement
  - a. The usage fee of \$40 for the whole year or \$25 for the first semester will be due **September 2<sup>nd</sup>**. Cash and checks are acceptable. Please make checks out to Mance Park Middle School Band with your driver's license number on the check.
- 2) Private Lesson Information and Agreement Sheet.

If your student is using a school-owned instrument, please return the Instrument Usage, Repair, and Maintenance Agreement form. Please make sure to look over the instrument carefully when filling this out.

Private lessons are strongly encouraged in the Mance Park Band Program. Quality teachers are available to help your child improve on his/her instrument. Please consider letting your child take advantage of this opportunity.

Also attached is a Band Calendar. Some of the dates have not been set yet but will be soon. We provide a calendar so that you have advance notice of our upcoming events. Please keep these dates in mind when planning other events.

## Conclusion

Policies are set forth in this handbook to better serve the needs of the group. Parents and students who have questions or would like to discuss these policies may call the band office at 936-294-7645. The Mance Park Band Program is here to develop your students to their full musical potential. Your child is our musical product and we have a strong desire to help them in their overall growth as a musician and a young adult.

**Please have all documents signed and returned to school by Monday, August 29<sup>th</sup>.**



## Receipt Page

In accepting this book, I and my parents, accept the privileges and responsibilities as a member of the Mance Park Middle School Band Program that is outlined herein. I promise that my actions and attitudes will bring honor to Mance Park Middle School, the Band Program, my family, and myself. I agree to abide by the rules and procedures as set forth in this book.

---

Student Signature

---

Date

I have received and reviewed the policies as set forth in this handbook and agree to assist and support my student in holding to the standards of the Mance Park Middle School Band.

---

Parent Signature

---

Date

**MANCE PARK MIDDLE SCHOOL BAND  
2011-2012 MEDICAL RELEASE**

I authorize Barbara High, Cole Smith, or Corey Daniel, the "Band Directors," or Huntsville Band Booster Chaperone to authorize any medical attention that may be needed for my child, \_\_\_\_\_, while on any band activity during the 2010-2011 school year. I understand that Huntsville ISD, the Band Directors, and other employees will not be held responsible for any injury that occurs to my child during the activities.

Does your child have any pre-existing medical conditions? (i.e. asthma, diabetes, heart murmurs, etc.) **YES NO**  
What are those pre-existing medical conditions? \_\_\_\_\_

Does your child take any prescription medication on a regular basis? (i.e. inhaler, Prozac, insulin, etc.) **YES NO**  
What medications does your child take? \_\_\_\_\_

Does your child have any allergies to medication? **YES NO**  
What are those medications? \_\_\_\_\_

Will you allow over-the-counter medication to be given to your child? (i.e. Pepto-Bismol, Tylenol, etc.) **YES NO**

**Are there any other problems/concerns we should know about?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Insurance Company

Insurance Policy Number

Parent or Legal Guardian Signature

Parent/Guardian Home Phone Number

(\_\_\_\_\_) \_\_\_\_\_

(\_\_\_\_\_) \_\_\_\_\_

Parent/Guardian Cell Phone Number

Parent/Guardian Work Phone Number

Secondary Person to call in case of Emergency  
(Please Print)

(\_\_\_\_\_) \_\_\_\_\_

Home Phone Number

(\_\_\_\_\_) \_\_\_\_\_

(\_\_\_\_\_) \_\_\_\_\_

Parent/Guardian Cell Phone Number

Parent/Guardian Work Phone Number

Third person to call in case of Emergency  
(Please Print)

(\_\_\_\_\_) \_\_\_\_\_

Home Phone Number

(\_\_\_\_\_) \_\_\_\_\_

(\_\_\_\_\_) \_\_\_\_\_

Cell Phone Number

Work Phone Number

# MPMS Band Information Sheet

## Student Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Grade: \_\_\_\_\_

Instrument: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Student I.D. Number: \_\_\_\_\_

## Mother Information

Mother/Guardian: \_\_\_\_\_

Phone (Work) \_\_\_\_\_

(Home) \_\_\_\_\_

(Cell) \_\_\_\_\_

***Check if address is same as Student*** \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

E-mail: \_\_\_\_\_

## Father Information

Father/Guardian: \_\_\_\_\_

Phone (Work) \_\_\_\_\_

(Home) \_\_\_\_\_

(Cell) \_\_\_\_\_

***Check if address is same as Student*** \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

E-mail: \_\_\_\_\_



## Huntsville Independent School District Instrument Usage, Repair, and Maintenance Agreement

Each instrument carries a usage fee of \$25 per semester. It is collected at the beginning of each semester or you can pay \$40 (and save \$10) at the beginning of the year (fall) so you do not have to worry about another check after Christmas Break. This fee is non-refundable. Checks should be made payable to **Mance Park Middle School Band** (not the Boosters) and should have the parent's driver's license number.

I, \_\_\_\_\_, have the following instrument(s) checked out to me:

Instrument	Brand	Serial Number

I have inspected each instrument and have found the following problems:

Instrument	Problem

### ***Student's Agreement***

I agree that any damage or problems not listed above has occurred during my use of the instrument and I will pay the repair for each instrument to restore it to the condition that it was checked out to me. Additionally, if I am a percussionist, I know that any damage to any percussion equipment (including mallets, drumheads, parts, auxiliary instruments, etc.) will be charged to me to repair or replace the damaged item(s). This repair fee, if any, will be in addition to the \$25/semester usage fee.

\_\_\_\_\_  
Student's signature

\_\_\_\_\_  
Date

### **Parent's Agreement**

I, \_\_\_\_\_, the parent/legal guardian of the above named student, have inspected the instrument(s) named above and agree that any damage or problems that are not listed have occurred during my student's use of the instrument. Additionally, if I am a parent of a percussionist, I know that any damage to any percussion equipment (including mallets, drumheads, parts, auxiliary instruments, etc.) will be charged to me to repair or replace the damaged item(s). I agree that I will pay for the repairs necessary to return the instrument to its original condition. This repair fee, if any, will be in addition to the \$25/semester usage fee.

\_\_\_\_\_  
Parent/Legal Guardian's signature

\_\_\_\_\_  
Date

# HUNTSVILLE INDEPENDENT SCHOOL DISTRICT PRIVATE LESSONS INFORMATION SHEET & AGREEMENT

We will be coordinating PRIVATE INSTRUMENT LESSONS for the band students of the Huntsville Independent School District Bands.

These lessons help your students perfect their All-Region Music, Solo and Ensemble music, band music, and general instrumental characteristics. They will help your students achieve their full potential on their instrument throughout the year.

These lessons are 30 minutes long and will be offered at the High School Band Hall. There are three nights available for private lessons. Your student will have a lesson once a week for each week of both semesters. They will cost \$12 per lesson. Money will be paid directly to the lessons teacher at the time of the lesson. **Please do not send money with this form.**

If you would like your student to gain the benefits of private lessons, please read and fill out the bottom of this sheet and return it to your student's Band Director.

Student's name: \_\_\_\_\_ Instrument: \_\_\_\_\_ Grade: \_\_\_\_\_

Home phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Parent's name: \_\_\_\_\_ Phone (if different): \_\_\_\_\_ Cell # \_\_\_\_\_

Time and days will be accommodated **as possible**. There are no guarantees. What time and day preference do you have? Rank the time slots and day slots from first choice through last choice:

_____	4pm – 5pm	_____	Monday
_____	5pm – 6pm	_____	Wednesday
_____	6pm – 7pm	_____	Thursday
_____	7pm – 8pm		

The private lessons teacher will contact you during the second week of school with your specific time as soon as we give them this information. **Lessons will begin during the third week of school, September 6th.**

Please realize that these lessons will be **every week at the same time** except during school holidays or Band activities. **This is a financial and time commitment for the parents and the students.** Please consider if this may become too burdensome or too much of a bother that your student will not see this commitment through for the full year.

I agree that my student will attend private lessons during the 2011-2012 school year at the time they are scheduled. I realize that the private lessons instructors will be paid directly and **any missed lessons must still be paid UNLESS** I contact the private lessons teacher at least 24 hours in advance of my lesson.

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Student's Signature