



# Edison Preparatory High School Instrumental Music Parent and Student Handbook 2019-2020

## **Guidelines for Superior Performance**

This handbook is available online at:

[www.edisonbands.org](http://www.edisonbands.org)

Please review BEFORE signing and returning the forms at the back of the handbook. We must have these forms on file for every student to participate.

Edison Preparatory High School  
2096 East 41<sup>st</sup> Street  
Tulsa, Oklahoma 74105  
Main Office (918)746-8500

Director E-mails:

Director of Bands – Doug Styers – [styerja@tulaschools.org](mailto:styerja@tulaschools.org)  
Assistant Director – Crista McAlester [mcalecr@tulaschools.org](mailto:mcalecr@tulaschools.org)  
Percussion Director - Philip Hager – [phillip.hager@yahoo.com](mailto:phillip.hager@yahoo.com)  
Color Guard Director - Keri Bates – [bateske@k12.tulaschools.org](mailto:bateske@k12.tulaschools.org)

## **Forward**

This booklet is designed as a guide for both parents and students, detailing the specific needs and procedures concerning all aspects of the Edison Band Program.

For further information, please feel free to e-mail the Edison Band Directors [styerja@tulsaschools.org](mailto:styerja@tulsaschools.org) or

## **Table of Contents**

Page 3 - Screamin' Eagles Instrumental Music Performance Groups

Page 4 – Participation Expectations and Absence Procedures

Page 5 - Rehearsal and Performance Expectations

Page 6 – Behavior Expectations and Consequences

Page 7 - Academic Eligibility and Grading Policies

Page 8 – Uniforms Expectations

Page 9 – Instruments Expectations

Page 9 - Fundraising and Trips

Page 10 – 2019 Fall Calendar

Page 11 - Handbook/Behavior Contract

Page 12 - Medical Release Form

# Screaming Eagle Instrumental Music Performance Groups

## Concert Band

The Concert Band is the MAIN performing ensemble and is comprised of grades 9-12. This group is open to all, with directors' approval and is graded upon daily participation, playing and chair placement tests, practice records and performances. This group spends the majority of the fall working on the marching show and toward the winter concert. This spring is dedicated to competing at the state level and performing for the spring concert, among other performances and contests to be scheduled, including an out of state trip.

## Marching Band

The Screamin' Eagles Marching Band performs at all football games and pep rallies, competes at several local competitions and at the OBA and OSSAA state level contests. They are comprised of High School Concert Band, select 8<sup>th</sup> grade band members and the Edison Color Guard. **Membership in the Screamin' Eagles Marching Band is MANDATORY of all students enrolled in Edison Band.** Marching band is graded the same as concert band and commitment to all rehearsals, pep rallies, football games and contests will contribute to said grade. Marching band students are eligible to receive a physical education credit for membership and because of this, all students are required to complete a sports activity physical.

## Drum Line/Winter Percussion

The Drum Line and Winter Percussion Ensembles are audition only groups. Drum Line is the battery and front ensemble during marching season, Winter Percussion is the performing ensemble for the winter/spring semesters. **Participation in concert band and marching band are MANDATORY of all Drum Line and Winter Percussion students.** Students are required to commit extra rehearsal time to these organizations and will be held to high behavior and academic standards to maintain eligibility to perform. To maintain good standing in Winter Percussion, students must comply to all rehearsal, audition and performance requirements of the main program ensembles (Concert Band/Jazz Band/Marching Band)

## Color Guard

The Color Guard is an audition only group that participates in fall marching band, Winter Percussion and as their independent group. Students do not have to be enrolled in 1<sup>st</sup> hour band to participate. While some materials will be provided, the guard will be responsible for some extra costs. Color guard will hold extra rehearsals outside of normal band rehearsals.

## Jazz Band

Edison has two Jazz Band Programs. Beginning Jazz Band (Jazz Lab I) is open to all students from 8-12. Advanced Jazz Band (Jazz Lab II) is open to 9-12 by **audition only**. Participation in a major ensemble (Concert Band, Orchestra, or Choir) is required to participate. This group prepares for several concerts, contests and performances throughout the year, including a possible out of state trip. The Jazz Band is required to wear a different uniform for performance.

## **Participation Expectations and Absence Procedures**

### **Participation Expectations:**

All students are required to participate in all rehearsals, auditions, contests and competitions. **EACH** band members is important to the success of our many activities. We **must** be able to count on 100% “on time” attendance. All events will have “Call Times” which will refer to the time students need to be ready to start said event or rehearsal. Please make sure your student is at each event at least 15 minutes before “Call Time” to ensure they have plenty of time to prepare for said events.

Students are expected to come to all rehearsals prepared with all music and equipment they are responsible for. Please ensure that your student is supplied with the extra reeds, valve oil, mallets and sticks they will need to be successful. We CANNOT supply these items to every student. Please also help us to keep their instruments in good working order.

### **Absence Expectations and Procedure for Excused Absences:**

Again, students are expected to be at every rehearsal, concert and competition scheduled. Excessive unexcused tardiness and absences will not only affect a student’s grade in class, but will be grounds for a parent conference to discuss removal from the program.

Student job schedules and “select (non-varsity) sports” commitments are NOT reasons for an excused absence from band rehearsals or performances. We suggest students with jobs or in “select sports” take a copy of the fall band schedule to his/her employer or coach and clear all dates pertaining to band. Have them do this at the beginning of the school year.

We understand that absences happen, be it illness or unexpected family emergency. For events like these, please send both directors an e-mail explaining the situation and dates.

**A Short Note on Medical and Dental Appointments:** While we know it may be easier to schedule these appointments during the band rehearsal hour, we would please ask these appointments be schedule outside of band. Core classwork can be made up, but rehearsal time can never be regained.

For Planned absences:

**For a Rehearsal**, Notify Directors 1 week before the absence.

**For Concerts or Competitions**, Notify Directors 1 month before the absence.

Director E-mails: [styerja@tulsaschools.org](mailto:styerja@tulsaschools.org).

## **Rehearsal and Performance Expectations**

In band rehearsals, we not only deal with a creative process, but with a great deal more students at one time than do other classroom teachers. Because of this, it is imperative that band students be organized and prepared for every rehearsal. When an individual is not able to play his musical instrument during a rehearsal, it hurts the GROUP as well as the individual. It is important that the student's musical instrument is in good working condition, that (s)he has a pencil to mark his music, and that (s)he has important accessories such as drill books, mutes, reeds, and valve oil for EVERY rehearsal. It is also obvious that the creative process in which we are involved cannot take place unless there is a quiet, attentive atmosphere in the classroom. Students who do not live up to the high rehearsal expectations of the Screamin' Eagle Band will be counseled, and, if necessary, moved to an alternate position or removed from the band program completely.

### **Rehearsal Procedures and Expectations**

- Students are expected to be ready to rehearse at "Call Time". This means on field or in their seat, ready to rehearse with all equipment need to be successful.
- Students are required to maintain their personal and/or school loaned instruments and keep them in working order. Students with school loaned instruments should notify a director immediately if a repair is needed.
- Students are to keep all non-band related books, bags and items and their cases in their assigned lockers in the locker room. They are expected to be in their lockers and not on the floor.
- Students are expected to have all music prepared before the time of rehearsal.
- No food, gum, or beverages are allowed in the band room during rehearsal, with the exception of water bottles.
- Cell phones and other electronic devices are to remain off for the entirety of rehearsal. Tuners are an exception within reason.

### **Performance Procedures and Expectations:**

- Students are expected to arrive at the designated areas for performance at "Call Time", with all equipment and dressed in the necessary uniform in presentable and clean order.
- Students must stay with the group at all times, unless permission is given by the director. Only a parent can excuse a student from a site after performance, after checking in with the director.
- No outside visitors are allowed to ride the bus, sit with the band, or chaperone an event without the directors' knowledge and approval.

## **Behavior Expectations and Consequences**

Students will be expected to abide by all TPS and OSSAA rules and regulations while participating in an Edison Band Event.

### **Behavior Expectations:**

- Students must represent Edison, our directors and classmates in a positive way at all times.
- Students will not speak negatively about the program or its members or directors, either publically or online.
- Excessive foul language and inappropriate conversations will not be tolerated.
- Students are to maintain to the best of their abilities a positive working attitude during all rehearsals and events.
- Disrespect to peers or directors will not be tolerated, in person or electronically.
- Students will refrain from all forms of inappropriate displays of affection during rehearsals and events.
- No students will partake of Alcohol, illegal drugs, or tobacco while a part of the Edison Band Program, this includes vaping and e-cigarettes. Along with school consequences, students will be removed from the program, no exceptions. A urinalysis test will be asked for if a student is suspected of this.

Students who cannot abide by the above rules and the regulations of TPS and OSSAA will be asked to meet with the Dean of students and their parents to discuss consequences and their future within the Edison Band Program.

## **Academic Eligibility and Grading Policies**

All music organizations adhere to the eligibility rules and regulations as stated by Tulsa Public Schools, OBA (Oklahoma Bandmasters Association) and OSSAA (Oklahoma Secondary Schools and Athletics Association). These rules state that any student performer who is considered ineligible may not perform for games, OBA, or OSSAA sanctioned contests.

The Edison Band Staff will enforce all eligibility rules and regulations and hold their students to a higher standard. Students who are ineligible will continue to rehearse during his/her band class, before and after school, and participate in curricular performances to earn his/her band grade. Ineligible students may not participate in extracurricular performances.

Students who become ineligible will have one week to raise their grade to passing before they are asked to leave their spot and are replaced by an alternate. Students who lose their spots to ineligibility will become alternates themselves and will have to work to earn a spot back on the field. During concert season, students will lose their chair placement and be moved to last chair until they are passing and can retake a chair test.

All Students, through participation, will receive a weekly participation grade. Students' grades are based on two major areas:

### **Musical Ability (25%)**

This grade consists of playing tests, memorization tests, practice records, and other playing requirements. Playing and memorization tests will be given out on a regular basis and will be graded. Practice records will be required to be filled out each week. Students will also be expected to play for a chair test, but this will not be graded. All decisions on chair placements are at the directors' discretion.

### **Citizenship (75%)**

This includes attendance, class participation, and attitudes, all are vital qualities of a successful music program. Students who do not show up on time to rehearsals and/or do not have their equipment, music or supplies, cannot be expected to receive a full participation grade for the day. If a student's instrument is being repaired, the student must bring a note from the repair shop. Students who miss rehearsals or performances due to illness or family emergencies must inform the director immediately. Any other excuses must be cleared by the band directors as stated above. Students must be at all parts of a rehearsal to receive a full participation grade. Tardiness will result in a lowered daily participation grade.

## Uniform Expectations

Students are required to follow all TPS Uniform policies while rehearsing during school.

Students will be giving the following uniforms which are covered in their band fees:

**Band Show Shirt:** The show shirt can be worn as a spirit shirt, and is to be worn to every competition when not in marching uniform.

**Marching Band Summer Uniform:** Students will be provided an Edison Band Polo that is to be worn for all Pep Rallies and to early summer football games. The polo can also be worn as spirit wear. These polos are to be worn with khaki shorts (not cargo shorts) during football games, with black socks and black marching shoes (shorts, socks and shoes not provided in band fee).

**Edison Marching Band Uniform:** Students will be measured and assigned a marching uniform and shako for the year. Each student is responsible for keeping their uniform neat and clean throughout the year. Students are not to eat or drink, except water, while in uniform. Students and parents will be responsible for any emergency cleaning fees due to food or drink stains. Students must wear light shorts and shirt under the uniform (NO jeans, Sweats, etc.). Instruments with neck straps will need to obtain a BLACK neck strap.

### **Items students will need to purchase for marching season:**

- Khaki (Tan) Shorts (NO Cargo pockets)
- Black above the ankle socks (Multiple needed)
- Black Style Plus Marching Shoes (White for DMs)
- Black Marching Gloves (White for DMs)
- Black neck strap or harnesses.
- Plain white t-shirt for rehearsals.

**Concert Uniforms:** Students will be expected to purchase a spring concert uniform. This consists of a preselected dress and tuxedo. Students will be measured during the marching season.

### **Items students will need to purchase for concert season:**

- **Ladies:** Black or flesh colored hosiery and black dress shoes.
- **Gentlemen:** Black Dress shoes and Black Socks
- **Jazz Band:** Students in jazz bands may be asked to purchase a different uniform and will be informed of that the first day of school.

Failure to wear the correct, clean and neat uniform to a performance will result in student being pulled from performance and losing that performance grade.

## **Instrument Expectations**

It is expected that students will supply their own instrument and accessories as specified by the Director (i.e. drumsticks, reeds, mouthpieces, strings, and bows) as needed. Students may rent or purchase an instrument at one of the many music stores in Tulsa (Saied Music Company, Tulsa Band, or the Music Store). If you take your instrument to the repair shop, let the Director know ahead of time. Upon its return, you are REQUIRED to present the instrument repair receipt stating the date, store name, and what repairs were made. If you do not tell the Director ahead of time, or if you simply do not bring your instrument your daily grade will be affected.

### **School Owned Instruments:**

Edison PHS provides school musical instruments in the double reed, low woodwind section and selected low brass and percussion sections for \$75 per year. These instruments are quite costly (example: concert Tuba - \$6,000) and are not normally owned by individuals. All of these instruments are sent to the repair shop and reconditioned during the summer. Any damage or normal adjustment during the year is the responsibility of the band student who has signed for the instrument. We expect the instrument to be returned in the same condition as when issued. Dings, dents, and other damage will be repaired at the student's expense. The \$75 fee covers the end-of-year flush and cleaning, as well as annual maintenance required of all instruments. If the instrument is stolen while checked out to a student, it is the student's responsibility to replace the instrument. Many parents carry an insurance rider to cover checked-out school musical instruments.

## **Fundraising and Trips**

All out-of-town band festival trips (Football trips and OSSAA Events excluded) are funded completely by band members, either through private sources (student jobs, parents, etc.) or through student fundraising. All fundraisers done by the band go to support the band as a whole unless it is clearly stated that the funds go toward individual dues or trip funds. Students DO NOT have individual accounts with the band for the money they have raised through fundraising, but money will be earmarked for students who raise money through specific trip fundraisers.

It is extremely important for us to have 100% participation in all of our fundraisers. Our program receives no budget from the school or district and relies heavily on what we can raise through student lead fundraisers.

The Edison band plans a large out of state trip every two years. Students and parents will be expected to sign a commitment letter and agree to a payment plan to pay for the spring trip. Students and parents must fulfill their end of the contract for this trip to take place.

## **Edison Band 2019 Fall Calendar**

### **Football Games**

**(Meals usually served around 4pm)**

| <b>Date</b> | <b>Opponent</b> | <b>Home/Away</b> | <b>Time</b> | <b>Site</b> |
|-------------|-----------------|------------------|-------------|-------------|
| Sept 6      | Sapulpa         | Home             | 7:00        | LaFortune   |
| Sept 13     | Memorial        | Home             | 7:00        | LaFortune   |
| Oct. 3      | Bishop Kelly    | Home             | 7:00        | LaFortune   |
| Oct. 17     | Hale            | Home             | 7:00        | LaFortune   |
| Nov. 1      | Durant          | Home             | 7:00        | LaFortune   |

### **Competition Dates**

September 28<sup>th</sup> – Stallion Battalion Marching Invitational - Call TBA

October 5<sup>th</sup> – Bixby Tournament of Bands – Call TBA

October 12<sup>th</sup> – Renegade Review – Call TBA

October 23<sup>rd</sup> – OSSAA 5A-6A E Regional Marching Contest @ NSU – Call TBA

October 26<sup>th</sup> – OBA 4A-5A State Marching Contest @ Yukon – Call TBA

IN ADDITION TO THE RULES FOUND IN THE HANDBOOK, STUDENTS ARE RESPONSIBLE FOR FOLLOWING THE RULES AND GUIDELINES OF EDISON PREPARATORY HIGH SCHOOL.

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**Please return to the directors:**

My parents/guardians and myself have read and understood the rules and guidelines presented in the Edison Preparatory High School Instrumental Music Handbook. By signing this form, I/we agree to commit our time and energy to meet the needs of the Edison Band Program. I promise to make myself available for all rehearsals, activities, and performances called by the directors. I will maintain a passing grade in all my classes, to remain eligible according to OSSAA regulations. I promise to maintain a positive environment and promote a good working attitude in everything I do. I promise to abstain from all substances that TPS does not allow on campus, including alcohol, illegal drugs, cigarettes and vaping. By signing this form, my parents/guardians also give me permission to travel on school or charter vehicles for scheduled music events. All buses will be chaperoned.

Please sign and return this section as well as the medical release form to the directors as soon as possible.

Student signature: \_\_\_\_\_

Parent signature: \_\_\_\_\_

Date: \_\_\_\_\_

## MEDICAL RELEASE FORM

Student: \_\_\_\_\_ Teacher: Burnes/Styers

School: Edison Preparatory High School

Date of Birth: \_\_\_\_\_ Date of last known tetanus shot: \_\_\_\_\_

Known Allergies (drug or otherwise) \_\_\_\_\_

Medication currently being taken due to legislation and policies regarding public schools and student medications, we must know what the student is taking, how much, and at what time. The medications must be in the proper containers with the student's name and dosage requirements. This includes all medications, whether over-the-counter or prescriptions. **Please us the back of this page to list all medicines and information.**

**Describe any history of heart condition, diabetes, asthma, epilepsy, rheumatic fever, etc.**

**(Use the back of the page if necessary):**

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Physical restrictions: \_\_\_\_\_

Physician: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Relative: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

### INSURANCE INFORMATION

Medical insurance company: \_\_\_\_\_

Identification / Policy Number: \_\_\_\_\_

Subscriber's name: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Subscriber's employer: \_\_\_\_\_ Work Phone \_\_\_\_\_

I, \_\_\_\_\_, herby authorize any physician member of the Department of Emergency Medicine of an accredited hospital or many member of the medical staff of an accredited hospital to render medical treatment which in his or her judgement may be deemed necessary in the care of my child, \_\_\_\_\_, who is attending a Edison Preparatory High School function, including travel to and from said functions. This Medical release form is valid through June 1, 2020.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_