



**HANDBOOK  
OF  
INFORMATION**

**2025 - 2026**

## ADMINISTRATION

Superintendent .....	Dr. Josh Delich
Executive Director of Secondary Education .....	Debreon Davis
Executive Director of Educational Services .....	Dr. Tony Rose
Chief Financial Officer .....	Jim Dobson
Executive Director of Elementary Education .....	Dr. Cara Jernigan
Associate Superintendent of Human Resources .....	Randy Decker
Associate Superintendent of Operations .....	Dan Lindsey
Public Information Officer .....	Jeff Bardach
Director of Special Services .....	Erin Trussell
Fine Arts Coordinator .....	Edward Hudson Jr.

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## SANTA FE HIGH SCHOOL 1901 S.W. 15TH EDMOND, OKLAHOMA 73013 (405) 340-2230

Principal .....	Jason Hayes
Assistant Principal.....	Catherine Johnston
Assistant Principal.....	Lisa Adams
Assistant Principal (9th Grade) .....	Stephanie Hanson
Assistant Principal.....	Anton Gibson
Assistant Principal.....	Christy Nieves

## INSTRUMENTAL MUSIC FACULTY

Director of Bands .....	Dane M. Romano
Associate Band Director.....	Andrew J. Heitz
Associate Band Director.....	Victor K. Djonorh
Associate Band Director.....	Anthony P. Romano
Associate Band Director.....	Milik T. Coffey
Associate Band Director.....	Jeff K. Kidwell
Orchestra Director .....	Sarah E. Neely

## WEMEA (West Edmond Music Enrichment Association)

President.....	Jacob Rodriguez
Secretary .....	Monica Graf
Treasurer .....	Adria Bowman
Financial Custodian.....	Natasha Thompson
VP of Development.....	Ashley Eckroat
VP of Communications .....	Jennifer Irons
VP of Concessions .....	Becka Johnson

## INTRODUCTION

The purpose of this handbook is to acquaint and inform all students and parents in the instrumental music program with the policies and procedures of our organization.

With an emphasis on fundamental teaching and a demand for excellence, the Santa Fe High School Band has established itself as one of superior quality.

In an effort to maintain these high standards and to continue the tradition of outstanding accomplishment, all instrumental music students are required to read this handbook thoroughly and obtain their parent's signature indicating the fulfillment of this request.

After reading your handbook, keep it where it will be available for ready reference if a question should arise. If you are not able to find an answer to your question, ask your director.

## PHILOSOPHY

In keeping with the philosophy of the Edmond Public Schools, all students are given the opportunity to participate in the instrumental music program, to learn and progress musically as far as his or her abilities and desires permit. If the student accepts the challenge, has the self-discipline required, and feels responsibility toward the program, the student will undoubtedly succeed.

Music transcends barriers of ethnic background, economic status, language, and even literacy in its power to reach the depths of the human soul. Experiences with music develop a student's ability to make valuable judgments, to function logically as well as intuitively, and to utilize one's innate creativity. Participation in performance organizations encourages initiative and leadership in students, stimulates goal-oriented thought processes, creates an appreciation and respect for the efforts of others, and assists students to develop a sense of responsibility to themselves and the organization.

Realizing that few high school musicians seek music as a career, the mental discipline and thought processes required in the study of music are applicable in all fields of endeavor and develop an inner drive for excellence.

## OBJECTIVES

To develop in each student the necessary technical skills to satisfactorily play a musical instrument in public performance as a participating member of an instrumental ensemble.

To cultivate and develop cultural and aesthetic values in order to possess an understanding of beauty, expression, and the ability to appreciate the finer things in life through actual participation.

## PARTICIPATION REQUIREMENTS

All instrumental music students are permitted and expected to participate in school concerts, parades, pep assemblies, sports events, or other school functions in which their respective organization takes part throughout the school year.

The appearance of your organization in a public performance is to be considered the most important obligation of each student involved. Performance dates will be announced well in advance so that individual plans can be made accordingly. Should a conflict arise, see your director promptly so that arrangements of a more suitable nature may be made. Failure to meet this requirement will impair the academic achievement of the student and eligibility with the organization.

Students who miss performances due to eligibility will be given an alternate assignment in order to make up the performance grade.

# **SANTA FE HIGH SCHOOL BAND FACTS** Welcome to the Santa Fe High School Band Family.

The Santa Fe High School Band enjoys a young, but rich tradition and a wide reputation for musical excellence. The band has performed across many states and internationally.

Founded in the fall of 1993, the Santa Fe Band was composed of Sophomores and Freshmen only, while adding Juniors and Seniors in the following two years respectively.

## **Accomplishments**

1993-1994	OSSAA Outstanding Achievement Award “Big D” American Classic - Dallas, TX Best in Class
1994-1995	OSSAA Outstanding Achievement Award Heritage Music Festival -St. Louis, MO Best in Class
1995-1996	OSSAA Sweepstakes Award Midwest Festival of Music - Chicago, IL Best in Class
1996-1997	OSSAA Sweepstakes Award
1997-1998	OSSAA Academic Achievement Award
1998-1999	OSSAA Academic Achievement Award LONDON, ENGLAND - New Year’s Day Parade OMEA Honor Band OSSAA Sweepstakes Award OSSAA Academic Achievement Award Heritage Festival - San Antonio, TX Best in Class Outstanding Instrumental Group Outstanding Instrumental Program
1999-2000	OSSAA Sweepstakes Award OSSAA Academic Achievement Award Heritage Festival - Chicago, IL Best in Class Adjudicators’ Award Outstanding Instrumental Group Outstanding Instrumental Program Heritage Sweepstakes Award
2000-2001	OMEA Honor Band OSSAA Sweepstakes Award OSSAA Academic Achievement Award
2001-2002	LONDON, ENGLAND - New Year’s Day Parade OSSAA Sweepstakes Award
2002-2003	OSSAA Academic Achievement Award OSSAA Sweepstakes Award OSSAA Academic Achievement Award Heritage Music Festival - San Antonio, TX Best in Class Adjudicators’ Award Outstanding Instrumental Group Outstanding Instrumental Program Heritage Sweepstakes Award
2003-2004	OMEA Honor Band OSSAA Sweepstakes Award

2003-2004	OSSAA Academic Achievement Award Heritage Music Festival - Chicago, IL Best in Class Adjudicators’ Award Outstanding Instrumental Group Outstanding Instrumental Program Heritage Sweepstakes Award
2004-2005	OSSAA Sweepstakes Award
2005-2006	OSSAA Academic Achievement Award OSSAA Sweepstakes Award OSSAA Academic Achievement Award LONDON, ENGLAND - New Year’s Day Parade
2006-2007	OSSAA Sweepstakes Award OSSAA Academic Achievement Award Heritage Music Festival - San Antonio, TX Best in Class Adjudicators’ Award Outstanding Instrumental Group
2007-2008	OSSAA Sweepstakes Award OSSAA Academic Achievement Award Heritage Music Festival - Chicago, IL Best in Class Outstanding Instrumental Program Heritage Sweepstakes Award
2008-2009	OSSAA Sweepstakes Award OSSAA Academic Achievement Award
2009-2010	OSSAA Sweepstakes Award OSSAA Academic Achievement Award LONDON, ENGLAND - New Year’s Day Parade
2010-2011	OSSAA Sweepstakes Award OSSAA Academic Achievement Award
2011-2012	OSSAA Sweepstakes Award OSSAA Academic Achievement Award EDMOND ALL-CITY BAND ROME, ITALY—American Bands in Rome LONDON, ENGLAND - New Year’s Day Parade
2012-2013	OSSAA Sweepstakes Award
2013-2014	OSSAA Academic Achievement Award LONDON, ENGLAND—New Year’s Day Parade OSSAA Sweepstakes Award OSSAA Academic Achievement Award
2014-2015	OSSAA Sweepstakes Award OSSAA Academic Achievement Award Heritage Festival - San Antonio, TX Outstanding Instrumental Group
2015-2016	OSSAA Sweepstakes Award
2016-2017	OSSAA Academic Achievement Award OSSAA Sweepstakes Award (Triple Sweepstakes) OSSAA Academic Achievement Award
2017-2018	LONDON, ENGLAND - New Year’s Day Parade OSSAA Sweepstakes Award (Double Sweepstakes) OSSAA Academic Achievement Award
2018-2019	OSSAA Sweepstakes Award (Triple Sweepstakes w/Accent Award) OSSAA Academic Achievement Award
2019-2020	OSSAA Superior Rating at Marching Band (COVID)
2020-2021	OSSAA Academic Achievement Award OSSAA Sweepstakes Award (Triple Sweepstakes w/Accent Award) OSSAA Academic Achievement Award OSSAA State Jazz Band Runner-Up

## SANTA FE HIGH SCHOOL BAND FACTS CONTINUED

2021-2022	Grand Champion—Mustang Marching Invitational Outstanding Music Achievement Outstanding General Effect OBA Marching Championships— 9th Place State Finalist OSSAA Sweepstakes Award (Triple Sweepstakes w/ Double Accent Award) OSSAA Academic Achievement Award OSSAA State Jazz Band Runner-Up
2022-2023	Grand Champion—Mustang Marching Invitational Outstanding Music Achievement Outstanding Visual Achievement Outstanding General Effect OBA Marching Championships—6th Place State Finalist OSSAA Sweepstakes Award (Triple Sweepstakes w/ Double Accent Award) OSSAA Academic Achievement Award OSSAA Jazz Band State Champion OkMEA Honor Jazz Band LONDON, ENGLAND - New Year's Day Parade
2023-2024	Grand Champion—Mustang Marching Invitational Outstanding Music Achievement Outstanding Visual Achievement Outstanding General Effect OBA Marching Championships—5th Place State Finalist OSSAA Sweepstakes Award (Double Sweepstakes w/ Double Accent Award) OSSAA Academic Achievement Award OSSAA Jazz Band State Champion OkMEA Honor Wind Ensemble
2024-2025	Grand Champion—Bands of America Regional, Flagstaff, Arizona Outstanding Music Achievement Outstanding Visual Achievement Outstanding General Effect Owasso Marching Invitational—Outstanding General Effect, Runner up OBA Marching Championships—7th Place State Finalist OSSAA Sweepstakes Award (Triple Sweepstakes w/ Double Accent Award) OSSAA Academic Achievement Award OSSAA Jazz Band- Jazz Ensemble I - 3rd Place OSSAA Jazz Band- Jazz Ensemble II - 2nd Place

## INSTRUMENTAL CLASSES

**HIGH SCHOOL BAND** is available to all ninth, tenth, eleventh, and twelfth grade students who have completed the previous school year of band instruction and have the approval of the high school band directors. All high school band students will be enrolled in one class and will meet daily during the regular school day. Extra rehearsals for marching band, concert band(s), and instrumental sections will be conducted as deemed necessary by the director(s). Attendance at these rehearsals is necessary in order to maintain membership in the performing groups. A series of individual auditions will be administered during the course of the school year to determine the placement of all students in concert performing ensembles. These ensembles will be composed of those band students who perform with the musicianship and discipline required to represent their school in a competitive situation. *Students who do not meet the minimum requirements of the bands will be assigned to Cadet Band for remediation and individual study until the minimum requirements are attained (see next page).*

**The Santa Fe High School Marching Band** will perform at all home varsity football games, OSSAA Contests, and additional contests, parades, and special events. The marching band is composed of all students enrolled in the band program. It is extremely important that EVERY MEMBER participate in EVERY performance. An absence by an individual hurts the entire group.

**A Word about Alternates** - Since the OSSAA establishes the academic guidelines for competitive participation, occasionally members of the band will be unable to perform with the band at half-time shows and other marching contests. Unless we utilize alternates, grades could cause several band members to have to learn a new drill in the middle of October or perform with a detrimental “hole” in the drill. All students will not necessarily get to perform in every event (although we will attempt to use students on a “rotation” basis). Everyone will march in pre-game ceremonies for each home game.

Alternate spots may be assigned based on various criteria; however, if a student misses ANY performance (marching, concert, or solo/ensemble) during the school year (whether for academic eligibility reasons, or other reasons), they will automatically be assigned an alternate spot for the beginning of the following marching season. Performance absences will also prevent students from becoming Drum Major, a soloist, a member of Drumline, or a member of the Color Guard. Finally, students who miss any portion of Band Camp will automatically be assigned an alternate spot.

**Contest Band vs Concert Band** Each of the three high school concert bands (9th grade, Symphonic Band, Wind Ensemble) travel to OSSAA State Contest in Mid April. If a member of these ensembles is failing one or more classes the week prior to Spring Break the directors reserve the right to pull this student from the contest band until after the competition takes place. These specific students would be given an alternate assignment during this period of time.

**Ninth Grade Band** personnel is comprised exclusively of freshmen students. Placement within the ensemble is determined through a series of four auditions. Musicians will concentrate on further development of individual and ensemble playing skills such as tone production, rhythmic proficiency, intonation, and technical ability. These skills will be utilized in the performance aspects of outstanding wind and percussion literature. This band will perform on several concert, contests, and festivals. There will be out-of-school time required for rehearsals and performances.

**Symphonic Band** personnel (grades 10, 11, 12) are selected through a series of four auditions. Musicians will concentrate on further development of individual and ensemble playing skills such as tone production, rhythmic proficiency, intonation, and tech-

nical ability. These skills will be utilized in the performance aspects of outstanding wind and percussion literature. This band will perform on several concert, contests, and festivals. There will be out-of-school time required for rehearsals and performances. *Symphonic Band contest band will be set the week before Spring Break per five electronic submissions 90% or above. If students fail to complete these submissions they will not compete with the Symphonic Band at state contest and will be given an alternate assignment for the first three weeks after Spring Break.*

**The Wind Ensemble** personnel (grades 10, 11, 12) are selected through a series of four auditions. This ensemble is comprised of the most outstanding instrumental musicians in Santa Fe High School, and will have as a primary focus the preparation and performance of the finest literature for the modern wind band. While students must already possess a high degree of ability to be selected, the further development of musical skills, both individual and ensemble will be paramount to the success of the student and organization. This band will perform on several concert, contests, and festivals. There will be out-of-school time required for rehearsals and performances.

**Cadet Band** is a remedial band for students (grades 9, 10, 11, 12) who do not meet the minimum requirements on their band placement auditions (this can include failure to take an audition or failure in the performance of an audition). Students will be placed in a remedial situation with one of the band directors, and will have daily assignments to be completed. Those students who fail to meet the minimum requirements by the end of the semester will not be permitted to re-enroll in band for the following term. Because this is a remedial ensemble, consecutive years of Cadet Band placement will result in a change in schedule at semester.

**Jazz Bands** are auditioned ensembles that are comprised of students in grades 9-12. These ensembles meet during 6th & 7th Hours and may also have after-school rehearsals as needed. The Jazz Bands will perform on several concerts, contests, and festivals, as well as recruiting performances. Jazz Band members are held to the OSSAA eligibility standards; missed performances and ineligibility may affect the selection to the Jazz Bands in subsequent years.

**Symphony Orchestra** - wind personnel are invited by the directors to perform with the Santa Fe Strings. Students will prepare and perform literature from the great classical and modern composers. This orchestra will perform on several concerts, contests, and festivals. There will be out-of-school time required for rehearsals and performances.

**Pit Orchestra (Musical)** wind personnel are invited by the directors to perform for the spring musical. Students will prepare and perform with the on-stage production. This ensemble will perform for in-school and evening performances. There will be out-of-school time required for rehearsals and performances.

**Chamber Music** All Santa Fe Band members are required to participate in chamber music. These may be director led chamber groups such as, but not limited to: flute choir, clarinet choir, saxophone choir, trumpet choir, horn choir, trombone choir, tuba and euphonium choir, and percussion ensemble. Students are also welcome to prepare their own student led chamber ensembles such as, but not limited to: duets, trios, quartets, quintets, sextets, and octets. There will be annual Winter and Spring chamber ensemble concerts, as well as annual participation in solo & ensemble district and state level competitions. If a student has an unavoidable conflict with participation in chamber music the student should see Mr. Romano directly for an alternative assignment.

## GRADING PROCEDURE

Band is a unique course at Santa Fe High School. It has curricular requirements, just as any other academic discipline, but it also has out-of-class time requirements. The strength of the band program is the consolidation of these requirements into one performance based, academic course of study.

Band is a learning activity. Rehearsals, whether during or after school, are the means by which students learn, and by their very nature, cannot be reproduced or made-up. Rehearsal absences will undoubtedly affect a student's performance (and those performing around them). This is the reason we are absolutely insistent upon each student's participation. Rehearsals are not optional, and are reflected in the student's daily grade.

A performance is a learning experience that cannot be duplicated in a rehearsal hall or practice room; the level of concentration required in a public performance assists each student develop an insight into their own level of performance; a performance is an important evaluation tool, allowing comparison of a student's performance in relation to classroom objectives and past performances.

Finally, we take our job as band director very seriously. The band as an organization provides a medium through which students progress academically, musically, and socially. Musicianship, attitude, attendance, punctuality, conduct, and a desire for excellence are absolutely expected from members of the Santa Fe High School Band. Therefore, individual practice and preparation are essential. No other discipline in education requires the high level of achievement from all participants as does musical performance. Through the level of commitment required, we hope to better prepare our students for the responsibilities encountered throughout their lives.

*Generally, students earn very high grades in high school band (They deserve them!) A grade of 100 is clearly attainable. However, a "blanket" grade of 100 will not be given.* It is important to realize that high expectations go hand-in-hand with a fine performing organization, and students who do the necessary work to be a contributing member will receive a high grade. In determining the band grade there are three areas involved:

1) **Daily grades** - grades given each day for being at rehearsal on time with the necessary materials (instrument, pencil, set book, music, reed, etc) Instruments in the shop for repair should be documented by a note from the parent or repairman. Instruments should not remain in the shop over 3 days without the student arranging for a replacement (borrowing, renting, etc.)

2) **Music proficiency/memorization** - students will "play off" music assignments on a digital recorder and/or live for a director

3) **Performance grades** - students present a number of performances which are a culmination of the rehearsals, personal practice, and preparation. Credit is granted for each of these. Students who are academically ineligible to participate in performances will be given an alternative assignment to excuse the missed performance. It is the student's responsibility to get this assignment from the directors.

\*The goal of testing is student mastery of each musical selection. For some students, test retakes may be utilized. Student credit can be adjusted for tests that have been retaken; grades will reflect the promptness of the retest.

Retest completed:	within one week of original test	credit up to 90%
	within two weeks of original test	credit up to 80%
	within three weeks of original test	credit up to 70%
	after three weeks of original test	credit up to 60%

4) **A NOTE ABOUT REHEARSAL AND PERFORMANCE ATTENDANCE:** - Missing ANY rehearsal the week of a performance or contest may prohibit you from performing at the event or competition.

## GRADING SCALE

A - Excellent (90-100)

B - Good (80-89)

C - Average (70-79)

D - Poor (60-69)

F - Failure (59 & Below)

U - Unsatisfactory

N - No Credit

I - Incomplete

## INTERSCHOLASTIC ELIGIBILITY

Students involved in band will be affected by the following Oklahoma Secondary School Activities Association's rules governing participation.

### Semester Grades

1. A student must have received a passing grade in any five subjects counted for graduation that he/she attended fifteen or more days.

2. If a student does not meet the minimum scholastic standard, he/she will not be eligible to participate during the first six weeks of the next semester.

3. A student who does not meet the above minimum scholastic standard may regain his/her eligibility by achieving passing grades in all subjects he/she is enrolled in at the end of a six week period.

4. Pupils enrolled for the first time must comply with the same requirements of scholarship. The passing grades required for the preceding semester should be obtained from the records in the school last attended.

### Eligibility during a Semester

1. Scholastic eligibility for students will be checked at the end of the third week of a semester and each succeeding week thereafter.

2. A student must be passing in all subjects he/she is enrolled in during a semester. If a student is not passing all subjects enrolled in at the end of a week, he/she will be placed on probation for the next one week period. If a student is still failing one or more classes at the end of the probationary one week period, he/she will be ineligible to participate during the next one week period. The ineligibility period will begin at 8:15 A.M. Monday and end at 8:14 A.M. on the following Monday.

3. A student who has lost eligibility under this provision must be passing all subjects in order to regain eligibility. A student regains eligibility under Rule 3 with the first class of the new one week period (8:15 A.M. Monday).

4. "Passing grade" means work of such character that credit would be entered on the records were the semester to close at that time.

A student who is not passing all his/her enrolled subjects will be notified by school personnel that he/she is on probation. EACH STUDENT HAS THE RESPONSIBILITY OF INFORMING HIS/HER PARENT(S) OF THIS PROBATION OR INELIGIBLE PERIOD.

Santa Fe High School teachers close their grading period at the end of school Wednesday and report failing students on Thursday. Directors are furnished with a list of those failing students on Thursday evening. Eligibility affecting those students begins the following Monday morning.

## UNIFORMS

A prescribed uniform symbolic of our organization is worn by the High School Bands at those public appearances that are so designated. Each student is expected to become acquainted with the proper and only way to wear and care for the required dress. With exception of the traditional marching uniform, all other accessories are to be furnished by the student and most of which are the type of clothing that can be utilized by the student for everyday wear. Accessories for the various bands and orchestras are as follows:

### UNIFORM CODE

It should be considered the highest honor to be allowed to wear the uniform of your organization. When in uniform, you are no longer an individual; you are a representative of your community and your school. No contest medals are to be worn on the blazer or concert dress. No pins or jewelry are to be worn with the uniform. When traveling on a trip with your organization, provide yourself with a hanger to dispose of your uniform while not wearing it. The complete uniform is to be worn at appearances unless specific instructions are made otherwise. Shirt tails are to be worn inside of trousers. It is everyone's responsibility to see that all members respect, care, and wear the uniform properly at all times. There will be occasional uniform inspections by the director(s) on performance dates when it seems appropriate.

### CONCERT BANDS / ORCHESTRA

- Option 1:
1. Tuxedo Jacket , Tuxedo Pants (Furnished)
  2. White shirt (Turn-down collar)
  3. Black Bow Tie
  4. Black Socks
  5. Black Trousers
  6. Black Shoes (Well-shined)
- (The above items should reflect the style of traditional dress!)
- Option 2:
1. Long Black Dress (Furnished)
  2. Black Flats or Heels
  3. Hose (Sheer Neutral)

Students may be allowed to wear an alternate uniform that aligns with their gender identity pending a discussion with the directors and parental approval.

### MARCHING UNIFORM

Your uniform consists of the following items:

White Shirt	Black Bibbers	Gauntlets
Dress Shirt	Hip Skirt	Hat (Shako)
Jacket	Hip Drop	Hat wrap
Hat Box	Plastic hanger	Garment Bag

You must furnish shorts, black socks, black marching shoes\*(\$50), gloves\*(\$5), polo shirt\*(\$30), baseball cap (\$15)\*., Black slacks for "Warm Weather" uniform.

(\*these items are included in your WEMEA assessment fee, replacements are available for purchase through the band)

**Your uniform is to be complete at all times when in public.**

Uniforms are not to be laundered by individuals. A parent committee will be responsible for the cleaning of uniforms periodically through the year.

Uniforms are to be transported in a uniform bag . . . ALWAYS. Shoes should not be placed in the bag with the uniform.

**HAT** - The hat should be worn straight on the top of the head. Hair extending below the collar will be worn inside the hat. Clear straps go beneath the chin to secure the hat. Keep your hat in the box when not in use. Plumes are very delicate and damage rather easily. They will be distributed and collected for performance.

**SHIRTS/JACKET**- The uniform tops should be worn completely buttoned and fastened at all times when in public unless otherwise specified by the director. In hot weather we will take off the jacket. The designated shirt (either band polo or band t-shirt must be worn under the jacket without exception).

**BIBBERS** - Suspenders are utilized in order to adjust the length. Bibbers should be worn without a break in the crease, not touching the shoe. Parents may alter pant length, as long as no material is cut. Shorts should be worn beneath the bibbers.

**Long pants may not be worn beneath the bibbers.**

**SHOES** - Shoes should be kept clean and polished. Solid black socks will be worn. Initials should be marked on the sole of the shoes.

**GLOVES** - Gloves must be kept clean and should fit.

**JEWELRY** - Only posts or studs which are absolutely necessary are allowed. No watches, earrings, finger rings, etc.

### FOOTBALL GAMES

No one but band personnel is allowed in the band section. Former band students/friends, etc will have the opportunity to visit with you during the third quarter.

You will usually be dismissed during the third quarter following home half-time performances. Students not back in place ready to play at the end of the third quarter will cause further restrictions to be instituted.

There should be no individual indiscriminate playing. Do not play your instrument in the stands unless the entire band plays together. It's very distracting to the football audience and other band members, and also makes the band look (and sound) unprofessional.

There is great potential for damage of expensive personal and school instruments while in the stands. Don't leave your instrument out in the open or unattended. Also, moving from seat to seat can cause damages . . . so stay in your assigned place in the block.

There is to be NO food or drink in the band section AT ANY TIME. Water will be furnished.

### TRAVEL

Since the band is a part of the school system, we will operate with the rules mandated by the school district with a few additions of our own. All band members will travel TO out-of-town ballgames and other events on the band buses. A student may return from an event with his parents (NOT with grand-parents, other relatives, or other student's parents). At the END of the game (or other event), his/her parent must come to the director and personally take the child. A note from the parent requesting that release must also be presented to the director.

## RULES AND REGULATIONS

Discipline is a quality that must come from within the individual. Because of this fact, each student is responsible for his or her own actions in relation to the environment of the situation. A good organization is a well-disciplined organization.

Classroom conduct necessitates the concentration of all students on the director, associate director, or in some instances a practice teacher or student officer who has been placed in charge of the class. Therefore, upon entering the classroom, no student is to talk noisily or in any other way distract from the teaching situation. It is in this type of atmosphere that the most valuable musical experience is realized.

Conduct outside the classroom or in a public situation is a reflection of the student's school and what it represents. When in doubt about proper behavior, read your school code or ask your director. Any student caught on the school campus with drugs or alcohol of any kind will immediately be removed from the band program.

Punctuality is a must; if your presence is required at a certain time, make arrangements to be there a few minutes early so any personal preparations may be made in advance.

Good discipline and a good attitude as well as regular and prompt attendance at all rehearsals is mandatory in order to maintain membership in any musical organization.

The office of the director, like any office, is private. You will gain admittance by politely knocking. Sound equipment, percussion instruments and accessories, or any instrument other than your own is 'off-limits' to students unless authorized by a director.

Storage compartments are available and instruments should be stored in the individual student's assigned compartment (Each compartment will be labeled by name). However, they are not to be used for book storage, coat racks, etc. If you leave your instrument at school, it still remains your responsibility. The Edmond Public schools assumes no responsibility for instruments left over night. It would be advisable to secure insurance on personal instrument.

With the opening of the new band room, measures must be taken to keep it clean and untarnished. With that in mind, the following expectations should be observed:

- Each section's captains will be responsible for keeping the room tidy. Each section will be assigned four weeks throughout the year.
- Everyone should clean up after yourself.
- Practice rooms are to be used for practicing ONLY.
- There will be a bin for lost and found - it will be emptied every two weeks, the contents donated to a local charity.
- No students will go upstairs without permission. The color guard may go upstairs before/after rehearsal (female guard members can change clothes in guard room).
- No one will be allowed in the band room during lunch.
- The only students allowed in the band room and band room bathrooms are current band students.

## STUDENT LEADERSHIP TEAM

The Santa Fe High School Band Leadership Team will consist of the Drum Major(s), Section Captains, and leadership team members. Faculty sponsors will be the High School Directors.

The Drum Major(s) will serve as the primary liaison between the band students and the directors.

Section Captains vs Leadership Team - The Section captain is to serve as the primary liaison between the drum majors and band directors for their respective sections. In the event that a director needs to have a student lead a sectional this will be the job of the section captain(s).

Students who are selected to the Leadership Team will be required to attend a summer Leadership Camp (which takes place the week before Band Camp) and weekly meetings throughout the school year.

Primary responsibilities for the Leadership Team will be all inclusive of activities in both social and motivational nature.

Other responsibilities include:

Develop and institute community service project(s)

Hosting Band Banquet

Keeping Historical Archive of activities

Both through photos and written minutes, journals, accounts

Present a slide show of year's activities

Maintain communication with the WEMEA Board of Directors

Contact local media outlets to highlight student achievement and involvement.

Because these students are to maintain a leadership role within the band program, they will be held to the highest expectations. Chronic absenteeism from meetings and events may lead to the removal from the leadership position and/or prevention of Leadership assignment for the following year. Additionally, missing a band performance or ineligibility may affect leadership status.

We can only continue to build on the successes of the past if we continue to have outstanding student leadership. Student leaders are expected to be the first to arrive and the last to leave. Good leaders look for jobs that need doing. They don't wait to be asked. Good leaders know that respect comes from peers only when it is earned. Therefore, the leadership team should strive to always set an example by their behavior.

The man at the top of the mountain did not fall there. Leaders must set the right example every day. Immaturity will often encourage us not to push ourselves to achieve our personal best until the week of a major performance. Unfortunately, that is too late. Success is built a piece at a time, every day. Lead this way.



## **WEST EDMOND MUSICAL ENRICHMENT ASSOCIATION (Band Boosters)**

The West Edmond Musical Enrichment Association is a volunteer organization made up of parents of band members which promotes and finances many projects designed to enrich the instrumental music program.

All band and orchestra students are urged to invite their parents to take part in this organization.

Parents are an important part of the Santa Fe Band, and have a vital role to play. Without the assistance and cooperation of band parents, there would be no chance for the level of success we want the band to reach. There are many things parents can do:

- \*Attend WEMEA meetings (second Monday of each month, 7:00 p.m.)
- \*Volunteer for parent committees. There are many different tasks with which we need your assistance, and everyone can find a niche that suits them best: chaperone, uniforms, transportation, equipment (pit crew), sewing, meals and publicity are just a few areas we need assistance for the marching season alone.
- \*Be supportive of the band program and your child's participation by:
  - Encouraging practice at home & providing a quiet place to do so.
  - Showing your interest and support in your child's music study by enthusiastically attending every performance possible.
  - Arranging for private lessons for your child, if at all possible.

## **INSTRUMENT AGREEMENT**

The Edmond Public Schools have a limited number of instruments which are available to students. It is a privilege for a student to play a school-owned instrument and therefore, it is understood that the student will take proper care of the instrument, perform with acceptable musicianship, display exemplary discipline, maintain prompt and regular rehearsal attendance, and participate in all required performances. Failure in one or more of these conditions can result in the recall of the school-owned instrument and in the student being reassigned to his/her own personal instrument. Your director will contact those students who normally play school-owned instruments. In consideration of the school loaning an instrument to a student, the parent and/or student must sign an Instrument Agreement Form agreeing to see that the instrument is properly cared for and returned to the school when requested by the director. It is the responsibility of the parent to pay for the repair of any damage which may come to the instrument due to negligence on the part of the student.

In lieu of monthly rental fees the student is required to participate in private study with a recognized and qualified instructor on their instrument.

"Color instruments" (oboe, bassoon, low reeds, horn, euphonium, tuba) fill a unique role within the band: they are used in limited numbers and often have soloistic and/or virtuosic parts. Students who play these instruments will be selected by the band directors and will be required to study privately year round as a member of the Santa Fe Band\*.

\*Students who need financial assistance for private lessons can speak with the directors.

## **MEDICAL RELEASE / EXCURSION FORMS**

A new medical release form and permission for excursion form is required for every student each year in order for a student to participate in any band activity away from the Santa Fe campus.

## **OSSAA PHYSICAL / DRUG TESTING CONSENT**

All students are required through the OSSAA to have an annual physical on file with the school to be eligible to participate in marching band. WEMEA will host "Band Physical Nights" annually to accommodate students that would like to get a physical through our organization and continue to support our program. Edmond Public Schools also requires all students in any OSSAA competitive activity to annually consent to random drug testing. Parents will complete an online form through Rank One.

## **FUND RAISING**

We have two systems of fund raising in the SFHS Band. Booster fund raisers are sometimes performed by the students with parental assistance with funds being designated for the WEMEA budget and support of the band.

### **Student Fund Raisers**

Student fund raiser proceeds will be recorded in the student's individual account. There are numerous opportunities for members of the Santa Fe Band to add money to their accounts. While all projects are optional, many students are able to finance their entire trip through fund raising. Any funds remaining in a student's account at the end of the year may be carried over for the next year, donated to the program, transferred to a sibling, or refunded by the request of the student. (Refunds apply only to money deposited in the account by cash, check, or money order. Funds earned through band fund raisers cannot be paid directly to the student, and cannot be refunded.)

## **MUSIC ENRICHMENT / PRIVATE LESSONS**

Private lessons are strongly encouraged for all students involved in instrumental music. The musical enrichment is imperative for those students who wish to strengthen his or her individual understanding and application of individualized nuances that cannot be covered during a class situation. Directors may be contacted for recommendations as to which private instructor would best meet the student's needs.

## **HOW TO LETTER IN THE SANTA FE BAND**

Mr. Romano is currently in the process of updating the requirements to letter in the Santa Fe Band with his associate directors and student leadership team. The information will become available at the beginning of the school year and this version of the handbook will be updated on the band website and emailed out through infinite campus to all students and parents.

## **SENIOR GRADUATION CORDS**

Each graduating senior in the Santa Fe Band program will be eligible to receive pink cords for annual graduation ceremonies signifying that the student was a member of a fine arts organization. The criteria for receiving cords for graduation is to be academically eligible for the entire school year, and have no missed performances for the year. If the senior does not meet this criteria that student may still purchase the cords from the band director.