

# MCKINNEY NORTH BULLDOG BAND

## 2009-10 STUDENT/PARENT HANDBOOK

### FORWARD

Welcome to McKinney North High School and the award-winning “Bulldog Band.” In our short history we have achieved an enviable record of performance and spirit in our school, area and state. The band has traveled to New York, California, Colorado, San Antonio, Houston, Los Angeles, Orlando and South Padre Island as well as an amazing performance at the Morton Myerson Symphony Hall in Dallas. The band has also achieved the following awards: UIL Sweepstakes (Division I in Marching, Concert, Sightreading) 7 consecutive years, UIL Area Marching Finalist, TMEA Area Honor Band Finalist, 23 All-State Band students, NTCA State Champion Colorguard, TMEA All-Region Band-Host School and UIL Region 25 Concert and Sightreading-Host School

Each of you are the reason that we maintain a tradition of excellence and fun. This handbook is designed as a policy and procedure guide for both students and parents. For further information, please call or email the MNHS Band Staff at: [aharkey@mckinneyisd.net](mailto:aharkey@mckinneyisd.net) or 469.742.4493 (band office).

|                 |  |
|-----------------|--|
| Alan Harkey     | Director of Bands, Honors Band, Jazz Band        |
| Josh Kurzweil   | Associate Director, Symphonic Band, Concert Band |
| Zac Robason     | Assistant Director, Percussion Director          |
| Chuckie McClean | Colorguard Instructor                            |

### BAND LEADERSHIP TEAM

One of the primary goals of our program is to cultivate leadership skills in each and every member. Each student will be encouraged to develop team and leadership skills that will add to their success in high school and beyond.

We are extremely fortunate at McKinney North High School to have outstanding student leaders. These students are invaluable to the success of the band program. Drum Majors and student officers are selected based on:

- Successful completion of drum major and officer training sessions
- Musicianship and leadership skills as displayed throughout the year in band
- Behavior
- Punctuality
- Band and academic grades
- Recommendations
- Essays
- Participation in band related activities

Officers help with the daily implementation of rules and procedures of the band program. They receive training by attending leadership sessions and are the catalysts for the success of our band program. Officers also provide a leadership role in spirit activities and work to develop friendly relationships between our band and other bands. Any student with a question or in need of help should feel comfortable approaching an officer.

## 2010-11 Drum Majors, Officers/Section Leaders

### Drum Majors

Emily Moreland (Clarinet)  
Ana Viramontes (Flute)

### Assistant Drum Majors

Lauren Allen (F Horn)  
Osmar Marroquin (Trumpet)

### Section Leaders/Officers

#### **Flute**

Ana Viramontes  
Katie Waller  
Lauren Hogan

#### **Trumpet**

Osmar Marroquin

#### **F Horn**

Lauren Allen

#### **Clarinet**

Emily Moreland  
Hannah Pacio (Color Guard)  
Jamie Lanagan (Color Guard)

#### **Trombone/Low Brass**

Jordan Mercer

#### **Saxophone**

Kristine Prather  
Cameron Stephens

#### **Drumline &**

#### **Double reeds**

David Saul

### Participation Expectations & Attendance Policies

By accepting membership in the McKinney North High School Band, each member shall perform to the best of his/her abilities and work together with the band staff in making this year's band the finest musical organization that our combined efforts can create. We do not expect every person in the band to be a prodigious musician or performer. We expect mature, responsible attitudes and actions, lots of hard work, and each member to report promptly to all rehearsals, classes, and performances! Practice sufficiently to be able to perform your part well, and give it your "best shot" - every time, all the time!

The success of any organization is dependent on the spirit, pride, leadership, teamwork, dedication and cooperation of its members. Certain rules, policies and procedures are necessary so that the overall goals of the group are met and the welfare of each individual is best served.

The band directors and band members have developed this handbook throughout the years. Its purpose is to familiarize each band member with: (1) the general operation and procedures of the Bulldog Band, and (2) the standards by which all band members are expected to meet. The handbook is not intended to be all-inclusive, as every possible situation and question cannot be predicted in advance; however, a thorough knowledge of these materials is essential to the smooth operation and success of the band this year.

The fun, enjoyment and success of the band depends on the consistency of each member. A band calendar is posted on the band website for use in planning your family schedule for the 2010-2011 school year. Each band student is important to the success of our program. Band rehearsals are interactive teamwork, so if one person is missing, it impacts the ability of others to learn their parts. We must be able to count on **100%** attendance at all rehearsals and performances. If a parent feels that their child has justifiable cause for missing a rehearsal or performance, he/she must call the band office or provide a written note (preferably via email) **in advance**. Doctor and outside appointments should be scheduled around band. Occasionally, there are family commitments (weddings, graduations, etc.), which will be accommodated. Commitments such as these should be discussed well in advance (a month or more) for the student to be excused and so that adjustments can be made that affect the other students. If parental notification is not received, the absence will be considered unexcused. Please be aware that the designation of excused or unexcused is at the director's discretion. Vacation time and family visits should

be planned around rehearsal time. Summer band camp is the beginning of the school year for band students.

Part time jobs are not a reason to be absent from a rehearsal or performance. Many band students work at part time jobs and are also successful in band. Students should take a copy of the band calendar to their employer and clear all band rehearsals and performances in advance.

If a band student has an unexcused absence from a performance/required function, he/she is subject to disciplinary action.

- Any student with an excused or unexcused absence from a rehearsal will make up the rehearsal time missed by practicing assigned music or an assigned task.
- Any student with an unexcused absence from a performance will receive three zeroes (Punctuality, Appearance/Dress, Performance) and may be placed in a lower band or removed from future performances. More than one unexcused absence from rehearsal may result in a student being removed from the marching show or future performances.

### **Tardies**

Remember: **To be early is to be on time!** Being on time consists of being in the designated area with all needed materials (instrument, music, drill book, pencil, sticks, mallets, tuner, reeds, mutes, flags, etc.) and ready to participate at the beginning of each rehearsal. The director(s) will set a time clearly defining expectations when and where the student should be in order to begin rehearsal.

Students not ready to participate or not in the designated area are considered tardy.

- Any student tardy to a rehearsal or sectional will be assigned an extra task or laps. If the extra task is not completed within the time determined by the director, the student's participation average will be lowered for the current grading period.
- Students tardy to marching band rehearsals will stay after rehearsal and march yards and/or be assigned extra work.
- Tardies of more than 15 minutes are considered an unexcused absence.
- Excessive tardies may result in removal from performance(s) or suspension from band.

### **Band Website & Calendar**

The band maintains a website with current events, pictures and information. It is used quite often as a communication device along with a weekly email bulletin from the directors. The official calendar is found on the website. Just click on the Band Calendar tab. The website address is

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

Band Booster Officers and information are also available on the band website.

### **Basic Rules & Regulations**

1. No food, drinks, or gum are to be consumed in the band hall or facilities including practice rooms, practice room area, orchestra room, the auditorium, or during rehearsals. Food and drinks are not allowed inside the Fine Arts facilities without director approval.
2. Students must have all materials (instrument, music, drill book, pencil, tuner, mic, berp, etc.) for each rehearsal.
3. Students are responsible for setting up and putting away chairs, stands, equipment, etc. as assigned.
4. Rehearsals are to be quiet and orderly. Students should always raise their hand to be called upon.
5. Students are **never** to touch or play another student's instrument (including guard equipment) without director permission, or touch other's belongings without the student's permission.
6. All instruments must be stored and locked properly in assigned lockers at all times. Locks must be kept locked!

7. Instruments, personal belongings and trash must be cleared out of lockers each day.
8. Only percussionists are to be in the percussion room, unless instructed by a band director.
9. Students must maintain a passing grade in all classes to participate in extra-curricular band activities. **\*\*\*State mandated law (No pass/No play.)**
10. Students must pass off music by the assigned date for their officer or director.
11. Orderly behavior is expected on the bus at all times. This includes sitting correctly in the bus seat; keep head, arms and hands inside of the bus at all times. Keep the noise level to nothing above a normal speaking voice. No yelling or loud out of control behavior that is disruptive to the driver or chaperones. Personal electronics are okay with headphones. No speakers of any kind are permitted. NO PDA (public display of affection) is allowed on the bus. Band director(s) and chaperones' word will be final.
12. No eating or drinking in uniform. Students are not allowed to hold food or drinks while in uniform.
13. Students must keep track of their uniform at all times. All of the band uniform must be worn at all times unless specified by a band director.
14. Students must wear appropriate attire to marching rehearsals, including tennis shoes, shorts (in hot weather) and light colored t-shirts. **No skater shoes, Converse, sandals, flip-flops, or flats.**
15. Students must notify the band directors in advance with a note/e-mail when requesting to leave an event with a parent. Students may not leave events early.
16. Students must maintain continuous enrollment in the band program. Students may not drop band and then re-enter at a later date. Exceptions will be made only at the director's discretion.

### Consequences

It is essential that students follow these regulations to insure the success of the band program. If a rule is broken, consequences may be selected from the following:

- Student will hand copy the rules and consequences section of the band handbook and turn it in to the directors by the following rehearsal.
- Laps, push-ups, extra marching or other consequences.
- Any student who fails to pass off music by the assigned time may be asked to march without his/her instrument/mouthpiece during the next performance (as assigned by a director).
- Students talking without permission in marching rehearsal could be subjected to stand at attention during rehearsal, serve detention or march after rehearsal. Subsequent offenses could result in more severe consequences.
- Any student failing a class must attend tutoring (outside of rehearsal time) until the grade is raised. A student tutoring program has been established for this purpose!
- Lockers (and all band facilities) will be checked daily: leaving ANYTHING overnight during the year will result in detention and a lowered grade.

\*All students are subject to additional disciplinary action as described in the McKinney ISD student code of conduct.

### Behavior

By the time a student reaches high school, he/she should have an understanding of appropriate rehearsal skills and behavior. The efficiency of successful band programs demonstrates appropriate behavior and the utmost respect for the organization. High behavior standards are expected of everyone in our program. Rehearsals are to be quiet and orderly! Students should conduct themselves with dignity and class at all times, whether in rehearsals, performances, outside of the band hall, and on the bus. Remember, you are representing The McKinney North Band at all times.

Inappropriate behavior will be dealt with by:

- Private conference with student
- Copy Rules and Consequences from the handbook by hand
- Loss of privileges
- Parental notification
- Office referral
- Moving student to a lower band
- Removal from band

If a student's conduct grade falls below an "S (Satisfactory)" in band, he/she could be suspended or removed from band at the director's discretion. Members who continue to display inappropriate behavior or who violate the policies of the school could be permanently removed from band.

### **Internet Usage**

We trust each member of our program to uphold our beliefs and values. Posting language, images, video, or audio on the internet which could negatively impact the learning environment, threaten the safety of students or employees, is crude or insensitive to students or employees, or negatively portrays a student, employee, or campus in the McKinney ISD will not be tolerated and may result in disciplinary and/or legal action.

**Remember that you are part of the band, and everything you do reflects upon this organization, our school and our community.**

### **All-Region Band**

Members of Honors Band are required to audition, and all others encouraged, for the UIL All-Region Band. Music is selected by the state and given to each student at the beginning of the year. Directors make weekly assignments to prepare for this audition. Auditions take place in November for freshman and in December for all high school students. Freshmen may audition for one or both. Those selected will perform with the All-Region bands in January.

This music serves two functions: All-Region audition music and McKinney North Band auditions for the spring semester.

### **Section Rehearsals & Extended Rehearsals**

With demanding concert literature being performed in Honors and Symphonic Band, section rehearsals are vital to the successful performance of such a high level of music. These are scheduled either before or after school with consideration for the majority of students in a given section. Section rehearsals are co-curricular; therefore they will be graded according to participation and assignments. If students are absent from sectional rehearsals, they are subject to disciplinary action, a lower grade, and moved to last chair. Section rehearsal times will be scheduled by each band director and are required, not optional.

Extended rehearsal time is often necessary for Honors and Symphonic Band. In concert season, Honors Band will add 30-45 minutes to the class period in order to cover advanced techniques and literature. Students who are unable to attend fully will be placed in a lower band. Symphonic Band may also call extended rehearsals at the director's discretion contingent on the level of literature selected. It is not unusual for some advanced literature to be lengthy, thus requiring more time to put together.

### **Solo and Ensemble Participation**

Band students are required to participate in MISD Solo and Ensemble Contests. Students benefit both musically and technically from playing in an ensemble and playing a solo. Solo and Ensemble

Contests are some of the best methods to improve the musicality of our band. The MISD Ensemble Contest is in February and the Solo Contest is in March.

When a student enters solo and ensemble competitions, we consider this entry a commitment and expect fulfillment of that commitment. Directors will hire and schedule accompanists. Students will be responsible for paying the accompanist and entry fees. Students may hire their own accompanist with prior communication to the director.

**Band Uniforms and Accessories**

All band students are required to buy a band shirt at the beginning of each school year. These shirts and a pair of khaki shorts (school appropriate length); white socks and tennis shoes are worn at informal performances.

The McKinney North band uniform and all the major accessories are provided by MISD. A garment bag will be provided to carry the uniform on band trips. Band students will provide: (1) A pair of black marching shoes (exact type specified by the director) (2) A pair of black gloves (3) A pair of black socks (4) An official band shirt for that year. Information concerning cost, etc. was given to the students at band registration. Students receive their uniform upon payment of band registration fees.

It is a privilege to wear the MNHS Band uniform. Make sure you have all parts of the uniform. If your uniform does not meet the high standard required in the MNHS Band, you are subject to being removed from a performance or will not travel with the band. To help with this, the uniform will be checked in and out of the uniform room immediately before and after each performance. This uniform is a symbol of pride and will be worn accordingly. You must wear all of the uniform (minus the hat & gloves) or none of the uniform! Students must wear athletic shorts and the official band t-shirt under their uniform. This gives the band the opportunity, at the directors' discretion, to remove the jacket in warmer weather. We are often required to change into and out of uniforms without a dressing room; therefore, **it is imperative that you have appropriate attire underneath.** Band uniforms are not to be worn at eating establishments, after games or performances, or to social functions. Eating and drinking should be done before you put on or after you remove your uniform. Violations will be dealt with through the band and school discipline policies.

What if you lose or damage a piece of your uniform? You will be expected to pay replacement costs\*\*:

|                       |       |
|-----------------------|-------|
| Jacket                | \$150 |
| Pants with suspenders | \$70  |
| Hat                   | \$49  |
| Plume                 | \$25  |
| Gauntlets             | \$36  |
| Uniform bag           | \$10  |

**Pep Rallies**

Pep Rallies are a school tradition in which the band plays an important part. Students participating in pep rallies should be respectful of athletes and other programs and be prepared to play at anytime. All band students must participate in pep rally performances. Students wear their band shirt and bring all music to every pep rally.

**Band/Football Game/Festival/Concert Policy**

McKinney ISD provides transportation to all home and away football games and contest performances. On the day of these events, the band will rehearse at MNHS JV Stadium before departing

for the game. While in uniform, students may not have food and drinks other than water. This will help prolong the life of our very expensive uniforms. Students should arrive for each rehearsal and performance with their instrument and flip folder. Failure to participate with the band at a football game will result in removal from the band program. Tardiness to a football game may result in a student not performing at halftime or reassignment to an alternate position. Rehearsals and performances are mandatory.

Football games are fun but our first priority is to support the team. We must be a class act at all times. Band members may stand and yell in support of the team throughout the game, but may not move from their assigned seat. It is important to consider all of the expensive equipment around as well as the need to be ready to play at a moment's notice. Only band students are allowed in the band seating section. We will try to have a section for alumni and guests when possible. Students should never handle or play another band member's instrument. Student and parent visitors within the band set are **not** allowed at any time. Please communicate to friends and family that they may not deliver food or drinks to you in the stands. Students may not purchase food at the stadium, even if it is cold. Students wishing to travel with parents after the game must receive prior approval by submitting a parent note and by checking-out with the officer, chaperone and director at the bus after the game or contest. Students will be released only to **their** parents unless approved by an administrator.

### Use of Band Hall Facilities

Students are welcome to use the band hall practice rooms for practice either before or after school. Sometimes, however, the number of available places is limited, since both sectionals and private lessons take place before and after school.

Due to the many thousands of dollars-worth of instruments that are in the band hall, **only band students** are allowed to come into the band hall, practice rooms, orchestra room, etc. Students must ask their friends who are not in the band to wait for them outside the fine arts area of MNHS.

**All instruments and personal belongings must go home daily!** Students are required to practice a minimum 30 minutes each day at home. The officers will make daily locker checks. Belongings left in lockers will be donated to Goodwill if not claimed by the end of each month.

Please keep food and drinks out of the band room, instrument room, other areas of the fine arts building, or auditorium. This is in compliance with school rules. Many times "clean-up" duty is assigned to those who continually abuse the facilities.

Parking/student drop-off and pick-up is not allowed in the driveway near the loading dock. All violators may be subject to school disciplinary action or possible towing.

### School Instruments

McKinney Independent School District provides school instruments that are very costly (piccolo, bass clarinet, bassoon, oboe, tenor and baritone sax, F horn, bass trombone, baritone/euphonium, tuba, percussion and colorguard equipment). A nominal maintenance fee of \$75 (\$100 for two instruments) is required for upkeep of normal wear and tear. Damage caused by neglect or accident must be paid for by the student. 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. MISD carries NO insurance on school instruments. If the instrument is stolen or damaged while checked out to a student, it is the student's responsibility to replace the instrument or have it repaired by an expert instrument repairman approved by the director. Many parents carry an insurance rider on the homeowner's policy to cover a checked-out school instrument.

### Rehearsal Expectations

In band rehearsals we not only deal with a creative process, but also 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 or her instrument during a rehearsal, it hurts the GROUP, as well as the individual. It is important that students' instruments are in good working condition; that they have a pencil on their stand to mark their music; and that they have important accessories such as *mutes, reeds, tuners/mics, berps and valve oil, etc.* for every rehearsal. It is also obvious that the creative process that we are involved in 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 MNHS Band will be counseled, and, if necessary, moved to a lower band or removed from the band program. Students who participate in drumline and colorguard must attend additional rehearsals or camps as assigned by their director.

### **Band Classes/Auxiliary Groups**

Students may participate in more than one band class with audition and/or director approval.

Band classes include:

0 hour Color Guard/Winter Guard (schedule is as arranged by the instructor.)

1<sup>st</sup> period Symphonic Band & Pit/Front Ensemble (Fall Semester)

2<sup>nd</sup> period Concert Band

3<sup>rd</sup> period Jazz Band (Students must be enrolled in a concert band class to participate.)

7<sup>th</sup> period Honors Band & Drumline (Fall Semester)

**\*\*Students may not drop band to participate in an auxiliary group only.**

### **Practice & Private Lessons**

Everyone is expected to take his or her horn home every night and practice. We cannot guarantee your instrument's safety if you leave it overnight. You cannot hope to improve on your instrument if you don't practice, so practice! This is not middle school; there will be no "practice cards", or anything of the sort. Be mature and practice on your own. We expect a commitment of 30 minutes per day minimum.

Private lessons are expected for Honors and Symphonic Band students and recommended for all others. Lessons are available for every instrument and are strongly recommended. The school district chooses teachers for every instrument who are highly qualified to teach you. Lessons cost \$17 for thirty minutes and can be taken during band class or after school, depending on scheduling. You can sign up for lessons at the beginning of the school year. Financial aid is available for those that apply and meet the criteria.

### **Fund Raising & Individual Student Accounts**

All out-of-town band festival trips (not football trips) are to be funded completely by band members, either through private sources (student jobs, parents, etc.) or through student fund-raising. All band students are expected to attend the band festival. Individual student accounts for festival trips are set up and administered through the Band Booster account. The Booster Treasurer supervises profits from fund-raising activities and other deposits to trip funds. Specific payment schedules are set up for the spring trip. Students are subject to being dropped from the spring festival trip if published payment schedules are not adhered to. Money earned or deposited over-and-above the cost of the spring trip, up to \$100.00, may be requested for meals and spending on the trip.

#### **Individual Account Guidelines**

1. Profits gained from individual fund-raising projects are placed in individual booster accounts in the student's name.

2. A student's individual account is non-transferable to another student.
3. Individual accounts do not carry over from one school year to the next.
4. If a band student drops from the band program, moves, or is removed from the band program, all money in his/her account reverts to the boosters, since the money was earned in the name of the band.
5. Money earned over-and-above basic trip cost (up to \$100.00) may be refunded to the individual student for additional trip expenses.
6. Cash deposits (not from fund-raising profits) are refundable, provided they are requested in writing before published trip refund deadlines.
7. Money in each student's account may be used for private lessons, registration fees and summer band camps approved by the directors.
8. Students who lose eligibility due to the TEA/UIL No Pass/No Play rule will **not** have their money refunded.

### ***McKinney North Band Boosters Organization***

The Band Boosters Organization is a very active group of parents who support the band in countless ways. They raise funds for trips and parties, help with uniforms, organize the Pizza Hut Park Concessions, chaperone band trips, etc. We hope that all band parents will become active members of this supportive organization. Encourage your parents to become involved.

#### **McKinney ISD Drug Policy and Contract**

1. The objectives for this program are:
  - i. To allow each student in programs subject to testing to make a commitment against drug/alcohol use.
  - ii. To provide a deterrent to drug/alcohol use for students in grades 7-12.
  - iii. To ensure the health and safety of students participating in an extracurricular activity.
  - iv. To provide a drug/alcohol education and counseling program for students who test positive for drug/alcohol use and for those students who are at risk for drug/alcohol use.
  - v. To provide students with a tool to deal with peer pressure.
2. Students in grades 7-12 who participate in extracurricular activities will be required to submit to drug/alcohol testing consistent with this policy. For the purpose of this policy, extracurricular activities include, but are not limited to:
  - i. All UIL activities;
  - ii. School-sponsored student groups/clubs/organizations
  - iii. Student Council;
  - iv. All elected/appointed student officers;

Additionally, any student may voluntarily agree to participate in the drug testing program with the written consent of their parents/guardians and the payment of the proper drug/alcohol testing fees.

When the athletic director/sponsor/campus administrator has a reasonable suspicion that a student subject to the program is currently using drugs/alcohol, the athletic director or fine arts director may require the student to submit to a test under this policy. "Reasonable suspicion" means a suspicion of drug/alcohol use based on specific observations made by teachers/coaches/administrators/sponsors of the appearance, speech, or behavior of a student subject to this policy; the reasonable inferences that are drawn from those observations; and/or information of drug/alcohol use by a student subject to this policy supplied to school officials by other students, staff members, or patrons.

3. Prior to engaging in any extracurricular activity which is governed by this policy, a parent/guardian of a student, and the student, must both sign a written consent authorizing drug/alcohol testing of the student. Students who have reached the age of majority, or their disabilities of minority have been removed, will sign the written consent authorizing drug/alcohol testing of the student.

All students covered by this policy will be required to submit to random drug/alcohol testing. Random testing may be conducted at any time. Random testing may be conducted as determined by the

Superintendent or the campus principal. The names of all eligible students will be placed in a computer generated "pool." Random selections from that pool will be conducted by the testing service contracted by the District.

4. Drug/alcohol testing will be done by a nationally certified drug testing laboratory. The District will contract with a certified drug-testing laboratory. The laboratory will follow strict procedures for the chain of custody and access to test results. The laboratory will provide qualified collectors to oversee collection of specimens. The service will provide Medical Review Officer

1 The term "drug/alcohol" for the purpose of this policy includes the definition outlined on page 38 of the *Student Code of Conduct*:

- Any controlled substance or dangerous drug as defined by state and federal law; without regard to amount, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate;
- Alcohol or any alcoholic beverage;
- Any simulated controlled substance or dangerous drug;
- Any drug as defined by state and federal law without regard to amount;
- Any abusable volatile chemical substance for inhalation;
- Any prescription drug used in a manner not consistent with the prescription;
- Any other intoxicant or mood-changing, mind-altering, or behavior altering drugs, including pills and other over-the-counter stimulants and sedatives; or
- Any anabolic steroids.

(MRO) services for the interpretation and verification of positive results. The MRO will report all test results to designated school officials. Results will not be provided either orally or in writing to any person who has not been designated by the district to receive results. The District reserves the right to test for prohibited/illegal substances, including but not limited to: alcohol, amphetamines, barbiturates, benzodiazepines, cannabinoids, cocaine, methadone, methaqualone, opiates, phencyclidine, steroids, other illegal or addictive drug and any adulterant.

5. Drug/Alcohol Testing will be performed by urinalysis in accordance with accepted practices and procedures as established by the certified drug/alcohol testing laboratory with whom the District contracts. Student privacy will be protected to the greatest extent possible during the collection and coding of urine specimens. Students will provide urine specimens in an empty restroom accompanied by an adult monitor of the same gender. Male students will produce a sample at a urinal, remaining fully clothed with their backs to the monitor. Female students will produce a sample in a closed stall. After the specimen is produced, it will be handed to the monitor.
6. Results of any drug/alcohol test will not be given to law enforcement authorities nor be used for any school district discipline, except as related to applicable activities noted in this policy. Access to written drug/alcohol results will be limited to the following:
  - i. Parent/Guardian
  - ii. Student
  - iii. Superintendent Designee

Access to verbal notification that a student has tested positive for drug/alcohol use will be provided to the following:

- iv. Principal
- v. Counselor
- vi. Coach/sponsor of the specific activity in which the student participates at the time of the positive test.

All information related to the testing or the identification of students as a user of illegal drugs/alcohol will be protected by the District and its employees, officers, and agents as confidential, unless otherwise required by law, in response to overriding public health and safety concerns, or as authorized by the parent/guardian or student. The District will destroy the records maintained under this policy in accordance with the District's records retention schedule.

1. If the drug test indicates positive results, the laboratory will immediately forward the results to its MRO. The MRO will contact the designated school official to report the positive result. The school official will contact the parent/guardian to determine if prescription medication or other legal substances may have caused the positive result. Information obtained from the parent/guardian will be provided to the MRO for review and issuance of his/her determination.

### **Consequences of Positive Testing**

Consequences of a **FIRST** confirmed positive test result shall be as follows:

1. Required conference with parent/guardian and student.
2. Referral to an MISD approved counseling program for an assessment which will determine the length of counseling needed for the student. The student must fulfill the recommendation of the counseling program, and provide documentation confirming completion of the program.
3. A minimum 20 school day suspension from all extracurricular activities.
4. Prior to rejoining any extracurricular activity, a negative test result must be obtained at the student's/parent's/guardian's expense.
5. After regaining eligibility retesting once a month for 4 months.

Consequences of a **SECOND** confirmed positive test result shall be as follows:

1. Required conference with parent/guardian and student.
2. Referral to an MISD approved counseling program for an assessment which will determine the length of counseling needed for the student. The student must fulfill the recommendation of the counseling program, and provide documentation confirming completion of the program.
3. A minimum 60 school day suspension from all extracurricular activities.
4. Prior to rejoining any extracurricular activity, a negative test result must be obtained at the student's/parent's/guardian's expense.
5. After regaining eligibility retesting once a month for 4 months.

Consequences of a **THIRD** confirmed positive test result shall be as follows:

1. Required conference with parent/guardian and student.
2. Referral to an MISD approved counseling program for an assessment which will determine the length of counseling needed for the student. The student must fulfill the recommendation of the counseling program, and provide documentation confirming completion of the program.
3. A minimum of one full calendar year suspension from all extracurricular activities.
4. Prior to rejoining any extracurricular activity, a negative test result must be obtained at the student's/parent's/guardian's expense.
5. After regaining eligibility retesting once a month for one year.

Consequences of a **FOURTH** confirmed positive test result shall be as follows:

1. Required conference with parent/guardian and student.
2. The student will be removed from all participation in extracurricular activities for as long as the student is enrolled in McKinney ISD.

A positive test that results in a suspension in excess of the number of days remaining in the school year will continue on the first day of school of the next school year.

Refusal to participate in a drug test after signing the consent form shall count as a positive test.

1. Students who are not involved in extracurricular activities, but who voluntarily participate in the district drug testing program with consent of their parent/guardian will be subject to the same consequences for positive tests as set out herein.

1. Students who stop participating in extracurricular activities during the school year must submit a letter to the principal requesting removal from the random drug testing pool.

10. Appeal of the consequences of a positive result must be filed with the District by the student or parent/guardian in accordance with District policies FNG (LEGAL) and FNG (LOCAL). During the time of any appeal, the consequences outlined herein will remain in effect including but not limited to, suspension and/or removal from all applicable extracurricular activities. If the appeal is resolved in favor of the student, the student will be immediately reinstated to the extracurricular activity. Any drug/alcohol test incident to an appeal, in which the parent/guardian requests retesting, the parent/guardian must submit the appeal within forty-eight (48) hours of confirmation and notification of the positive result. Retesting must be performed by a nationally certified drug/alcohol testing laboratory using the original positive sample, and will be done at the parent/guardian's expense.

**STUDENT GUIDELINES VIOLATIONS OF THE MISD STUDENT CO-CURRICULAR/EXTRA-CURRICULAR CONTRACT 7/23/08**

The principal has the responsibility and authority to ensure that all violations of the Co-Curricular/Extracurricular contract are thoroughly investigated, decisions are made on the based on the facts and that all students across all organizations are dealt with in a consistent manner. The role of the sponsor is to report suspected violators, participate in the investigation as required by the administration and to enforce the sanctions laid out in these guidelines. The following guidelines will be enforced consistently among all students in all student groups. In the event that evidence, which can be substantiated, is presented to the administrator, the administrator will enforce these guidelines. The campus administrator or designee will also evaluate regular disciplinary consequences in accordance with the McKinney ISD Student Code of Conduct. Appeals of the Co-Curricular/Extracurricular Contract are handled in accordance with FNG(LEGAL) and FNG(LOCAL). **Removal from the co-curricular/extracurricular activity will begin the first day of contest for the sport in which the student athlete participates or the next day for all other organizations.**

1. Student is not in the presence of his/her parents and is in a situation where alcohol, tobacco, or any prohibited substance is being consumed by other minors (including but not limited to field parties, keg parties and raves) and the student does not make an affirmative attempt to remove him/herself from the situation immediately. Discretion in the term of removal may be applied in the event of self-admission by the student.

Self-admission is considered the action by which a student initiates a report of his/her own misconduct to his/her own assigned campus administrator or sponsor prior to notification by any third party to the athletic director, program director, senior director of secondary curriculum, campus administrator, sponsor or coach.

\*\* For student athletes, in the event of conflict between the sanctions imposed under section 2 of the Student Guidelines and the Texas High School Coaches Association Code of Ethics, Article IX – Management of a Felony, the Texas High School Coaches Association Code of Ethics, Article IX – Management of a Felony, will prevail. 1ST offense

Conference under the direction of the school principal/sponsor.  
Removal from extracurricular activity for a period of fifteen (15) school days.  
Referral for Risk Intervention Assessment with outside community agency and documentation of completion of assessment by the end of the length of time removed.  
Risk Intervention Assessment obtained will be at the student’s own expense.

2nd offense (within calendar year of 1st offense)

Conference under the direction of the school principal/sponsor.  
Removal from leadership role for the remainder of the school year.  
Removal from extracurricular activity for a period of sixty (60) school days.  
Referral for Risk Intervention Assessment with outside community agency and documentation of completion of assessment by the end of the length of time removed.  
Risk Intervention Assessment obtained will be at the student’s own expense.  
Documentation of attendance at four counseling sessions with outside community agency. Counseling obtained will be at the student’s own expense.

3rd offense (within calendar year of 2nd offense)

Removal from extracurricular activity for a period not to exceed one hundred and eighty (180) school days.

**PARENT/STUDENT UIL MARCHING BAND  
ACKNOWLEDGEMENT FORM**

No student may be required to attend practice for marching band for more than eight hours of rehearsal outside the academic school day per calendar week (Sunday through Saturday). This provision applies to students in all components of the marching band. On performance days (football games, competitions and other public performances) bands may hold up to one additional hour of warm-up and practice beyond the scheduled warm-up time at the performance site. Multiple performances on the same day do not allow for additional practice and/or warm-up time.

Examples Of Activities Subject To The UIL Marching Band Eight Hour Rule.

- Marching Band Rehearsal (Both Full Band And Components)
- Any Marching Band Group Instructional Activity
- Breaks
- Announcements
- Debriefing And Viewing Marching Band Videos
- Playing Off Marching Band Music
- Marching Band Sectionals (Both Director And Student Led)
- Clinics For The Marching Band Or Any Of Its Components

The Following Activities Are Not Included In The Eight Hour Time Allotment:

- Travel Time To And From Rehearsals And/Or Performances
- Rehearsal Set-Up Time
- Pep Rallies, Parades And Other Public Performances
- Instruction And Practice For Music Activities Other Than Marching Band And Its Components

NOTE: An extensive Q&A for the Eight Hour Rule for Marching Band can be found on the Music Page of the UIL Web Site at: [www.uil.utexas.edu](http://www.uil.utexas.edu)

“We have read and understand the Eight-Hour Rule for Marching Band as stated above and agree to abide by these regulations.”

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

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

This form is to be kept on file by the local school district.

**MISD STUDENT CO-CURRICULAR/EXTRACURRICULAR CONTRACT**

I, \_\_\_\_\_, understand that it is a privilege and honor, not a right, to be a member of a McKinney ISD co-curricular/extracurricular activity.

I understand I must conduct myself with the utmost integrity and honesty as a student involved in co-curricular/extracurricular activities in McKinney ISD. I understand that my position as a student involved in co-curricular/extracurricular activities means that I am held to a higher standard of behavior, and therefore, may receive greater consequences than those outlined in the *MISD Student Code of Conduct* for conduct regardless of whether such conduct occurs on or off school property and/or at a school sponsored or school related event.

I understand that if I violate the *MISD Student Code of Conduct*, I may receive consequences in accordance with those outlined in the *MISD Student Code of Conduct*, as well as additional consequences as a result of my participation in co-curricular/extracurricular activities. I understand and agree that consequences assigned under this Contract will be assigned at the discretion and determination of the campus administrator and sponsor/coach of the activity and may include, but are not limited to, disciplinary consequences in, suspension from, removal from and/or prohibition from future participation in one or all co-curricular/extracurricular activities.

I understand that as a participant in a co-curricular/extracurricular activity, I must follow the *MISD Student Code of Conduct* in addition to all rules, regulations, and schedule commitments, as required by the sponsor/coach of the activity.

I understand that if I should find myself in a situation where alcohol, tobacco, or any one of the prohibited substances under the *MISD Student Code of Conduct* are being consumed by minors, I have an affirmative duty to remove myself from the situation immediately. In this regard, I am not permitted to attend a private or public, parental or guardian supervised or non-supervised, school or non-school function where prohibited substances are in use including, but not limited to field parties, keg parties and raves. It is an affirmative defense to a violation if I am in the presence of my own parent/guardian.

I have read this MISD CO-CURRICULAR /EXTRACURRICULAR contract and I agree to all of the terms and consequences stated herein.

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

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Parent Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Parent Signature*

\_\_\_\_\_  
*Date*

**McKinney Independent School District  
Drug/Alcohol Screening Test  
Parent/Guardian/Student Consent Form**

I, \_\_\_\_\_ (printed name of student) and  
\_\_\_\_\_ (printed name of parent/guardian) am the  
parent/guardian of \_\_\_\_\_ (print name of student) a student  
enrolled in the McKinney Independent School District.

I understand that participation in an extracurricular activity is a privilege that may be withdrawn for violations of McKinney ISD Board Policies. I understand that extracurricular activities include, but are not limited to: all UIL activities; school-sponsored student groups/clubs/organizations; student council; all elected/appointed student officers; and non-curriculum-related student groups.

I acknowledge that I have received a copy of the Random Drug/Alcohol Testing Program for McKinney ISD. I have read the District’s Policy and understand the provisions of the random drug/alcohol testing program. I hereby consent to the testing provided by the program. I understand that Participation in extracurricular activities at McKinney ISD, as defined under the Policy, is conditioned upon my consent and participation in the random drug/alcohol testing program. In consideration of the benefits arising to me/my child from this activity, I hereby grant permission for me/my child to participate in the program. I further agree to and shall indemnify and hold harmless the District, its officers, agents and employees, from suits and liability of every kind, including expenses of litigation, court costs, and attorneys’ fees for injury or damage which I or my child, or any other person might sustain as a result of my child’s participation in the random drug/alcohol testing program.

I acknowledge that I have read and understand this consent and release. I represent that I am the student/parent or guardian of the student named above, and I hereby agree that we shall both be bound by the terms of the consent and release provisions set forth in the random drug/alcohol testing policy.

\_\_\_\_\_  
Circle which (Parent/Guardian Signature) (Date)

I, the student noted above, acknowledge that I have read the foregoing consent and release and that I understand it and agree to be bound by its terms and the terms of the random drug/alcohol testing program.

\_\_\_\_\_  
(Student Signature) (Date)

PARENT AUTHORIZATION FOR STUDENT PARTICIPATION IN THE MCKINNEY NORTH HIGH SCHOOL BAND and on SCHOOL TRIPS

Students who represent the McKinney Independent School District in school groups and especially on out-of-town trips are expected to maintain very high standards in every respect at all times. They are expected to attend and be on time for all sessions and activities scheduled for them. In the event of overnight trips, they are expected to be in their rooms at the times designated by their sponsors.

Each student will be responsible to one of more faculty sponsors who will supervise the activities of the student for the trip. Negligence in attending sessions, in meeting curfew requirements, or in failing to maintain our standards of conduct may make it necessary for the sponsor to send the student home at his/her own expense.

Student conduct on school-related trips: Self-discipline is the key element for a pleasant experience for both the sponsor and the student when the student is on a school-related trip. Students who are involved in a serious disciplinary offense on a school-related trip, such as the use, possession of, or being under the influence of illegal drugs or alcohol; stealing; fighting; going in the room of a member of the opposite sex; or some other serious offense will face disciplinary action which may include one or more of the following:

1. The student will be sent home from the trip at the parents' expense.
2. The student will be held liable for damages to property.
3. The student may be removed from this school activity as well as other school co-curricular activities.
4. The student may be placed in On Campus Suspension (OCS), or Reassignment Center.

All clothes worn during activities outside the school day should be in good taste. If there is any question of taste, the director's decision is final. All adults on trips serve as sponsors. Students will be expected to treat them with respect at all times. In the event needed supervision is given by a parent sponsor, band students must honor that with utmost respect.

**General** – Even though you will not always have a band shirt on, people will find out where you are from. You have the opportunity to make a tremendous name for McKinney, MNHS and yourself. Be courteous and polite at all times. There is no way we can anticipate every possible scenario, so we ask for good judgment. Please use common sense. **RULE OF THUMB:** If there is any question in your mind as to whether you should do something or not...DON'T DO IT!!!! It is better to be safe than sorry. WE ARE CONFIDENT THAT THERE WILL BE NO PROBLEMS. IF WE ANTICIPATED A PROBLEM, WE WOULD **NOT** TRAVEL.

**Please be aware that all students are subject to the state NO PASS/NO PLAY rule. Students must be eligible by passing all classes in the grading period preceding the trip. Refunds can only be made at the discretion of the travel company. Generally, they will make no refunds after our contract obligations are met. Monies paid into the student account can only be refunded up to those contract deadlines. If a participant backs out after that point due to grades or any other reason, we cannot get that money back.**

**PARENT/GUARDIAN – STUDENT RELEASE & AGREEMENT**

I HAVE DISCUSSED AND REVIEWED ALL THE INFORMATION IN THE MNHS BAND HANDBOOK WITH MY SON/DAUGHTER, AND I UNDERSTAND ITS CONTENTS AND MY RESPONSIBILITY AS TO THESE POLICIES AND CONDITIONS. MY SON/DAUGHTER HAS MY PERMISSION TO ATTEND DISTRICT AND OUT-OF-DISTRICT AND SCHOOL-SPONSORED EXTRA-CURRICULAR AND CO-CURRICULAR ACTIVITIES. I UNDERSTAND THAT M.I.S.D. AND MCKINNEY NORTH HIGH SCHOOL WILL NOT BE LIABLE FOR INJURIES AND MEDICAL COST FOR STUDENTS. MY SIGNATURE ALSO SERVES AS PERMISSION FOR MY SON/DAUGHTER TO OBTAIN MEDICAL TREATMENT ON A SCHOOL SPONSORED TRIP.

\_\_\_\_\_  
PRINT Student Name

\_\_\_\_\_  
PRINT Parent/Guardian Name

\_\_\_\_\_  
Student SIGNATURE

\_\_\_\_\_  
Parent/Guardian SIGNATURE

Date\_\_\_\_\_

Date\_\_\_\_\_