



2025-2026

Band Handbook

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A Note to Parents

We are very glad to welcome you and your child to the North Belton Bronco Band Program. As you are certainly aware, the band program is a very complex system with a variety of activities and needs throughout the year.

This handbook was designed to assist you as a parent in understanding the many dimensions of the band program at North Belton Middle School. It is a living document, revised numerous times over the years as a result of parent inquiries and for purposes of clarification. Although the quantity of information contained herein might seem cumbersome, it should prove a valuable resource to you if and when questions arise related to your child and band.

Every student is very important to the band staff, and we strive to provide nothing less than an outstanding musical experience for each child. To accomplish this, it is crucial that every student both understands and upholds his or her responsibilities as a member of the band. When this happens, students begin to understand the synergistic dynamics of a successful band whose whole is greater than the sum of its parts. By recognizing the individual's needs interdependently with rather than independently of the ensemble, greater potential is realized for everyone involved. Please read through this handbook and help your child to understand its contents. We strongly recommend that you store this handbook in a safe place where you can easily access it throughout the year.

Please refer to it before contacting the directors with a question, as you may well find the answer you need in the band handbook. The directors are always happy to answer your questions, but our priority is in devoting the maximum amount of our time and energy into meeting the daily needs of our students. Efficiency, therefore, is a very valuable asset.

Welcome again to the North Belton Bronco Band. We are looking forward to a fantastic year!

Table of Contents

| | |
|--|-----------|
| Table of Contents | 3 |
| Contacting Directors | 4 |
| Program Philosophy | 5 |
| Statement of Responsibility | 5 |
| Band Media | 5 |
| Class Schedule | 6 |
| Calendar of Events | 6 |
| Parent Opportunities | 7 |
| Fundraising | 7 |
| Academic Eligibility | 8 |
| Absence Procedures | 8 |
| Behavior Expectations | 9 |
| Misbehavior Consequences | 9 |
| Music Facility Usage | 10 |
| Instrument Storage | 11 |
| Grading Procedures | 11 |
| Equipment Requirements & Instrument Repairs | 12 |
| School Owned Instruments | 12 |
| Instrument Insurance | 13 |
| Private Lessons | 13 |
| Performance Requirements | 13 |
| Concert Attire | 14 |
| Section Rehearsals | 15 |
| Concert Etiquette | 17 |
| Social Events | 18 |
| Spring Trip | 18 |
| Lake Belton High School Band Enrollment | 19 |
| Lake Belton Band Boosters | 19 |
| Charms Office | 19 |
| Medication and Other Health Related Services | 20 |
| Disclaimer | 20 |
| BISD Extracurricular Code of Conduct | 21 |

Contacting the Directors

The band staff is available to meet the needs of all students in the North Belton Band program. Please do not hesitate to contact the directors if you have questions or concerns not addressed in this handbook. The directors field a large number of phone calls and email messages on a daily basis, so please allow 24-48 hours for a response to messages.

Listed below is each director and the classes they lead. You may contact Mr. Wurman for any questions.

| | |
|---|---|
| Dane Wurman Director of Bands dane.wurman@bisd.net 254-316-5228 | Beginning Trumpet Beginning French Horn Beginning Tuba Wind Ensemble |
| Kaitlyn Pineiro Assistant Director kaitlyn.pineiro@bisd.net 254-316-5228 | Beginning Flute Beginning Clarinet Beginning Bassoon Symphonic Band |
| Matthew Vaadi Assistant Director matthew.vaadi@bisd.net 254-316-5228 | Beginning Trombone Beginning Baritone Concert Band |
| Craig George Percussion Director craig.george@bisd.net 254-316-6290 | Beginning Percussion |
| Jacob Guerrero Assistant Director jacob.guerrero@bisd.net 254-216-6249 | Beginning Saxophone Jazz Band |

Program Philosophy

The North Belton Middle School Band exists in a number of capacities within the overall school environment. As a curricular course in the State of Texas, band is an elective class with defined instructional objectives for the individual student. As a campus organization, the band enhances the aesthetic quality of life for all students and promotes school spirit and pride. As a part of the overall band program, the North Belton Band is the first phase of a seven-year journey culminating in the membership of the Lake Belton High School Band. It is our hope that individual achievement and participation in the band program will foster better understanding and appreciation of music that will lead to a life-long enjoyment and fulfillment through the arts.

Parents and the Directors have the important responsibility to encourage and support the student. There is no limit to what your child can achieve with our mutual desire to help your student along the way.

Statement of Responsibility

The North Belton Band Program is centered around cultivating an environment where students demonstrate high levels of musical proficiency and dedication to academic life. This requires a great deal of collaborative effort among teachers, administrators, parents, and students.

By enrolling in the North Belton Middle School Bronco Band, you are making a commitment to the band as an organization and, more importantly, to yourself and the other students in the band. This commitment includes accepting responsibility for the following:

- Participate as a member of the band for the full school year
- Do your best to grow musically as an individual
- Maintain a positive attitude and support the goals of the band

Band Media

Website: <https://nbmsband.net> **Facebook:** [@northbeltonmsband](https://www.facebook.com/northbeltonmsband)

Please check the North Belton Band website/facebook frequently for up-to-date information on band events and activities.

Cut Time – app.gocuttime.com/login. Cut Time is a secure database for organizations to program and member information. Parents and students are able to keep up with forms, fees, and assigned inventory on their own as well as update their contact information at any time.

Class Schedule

| | <i>Wurman</i> | <i>Pineiro</i> | <i>Vaadi</i> | <i>Guerrero</i> | <i>George</i> |
|---|---------------------------------|-------------------------------|-------------------------------|--------------------|---------------------|
| <i>1st Period</i> 8:10 - 8:40 | Bronco Time | Bronco Time | Bronco Time | | |
| <i>2nd Period</i> 8:44 - 9:36 | Beginning Trumpet | Beginning Bassoon | Beginning Trombone | | |
| <i>3rd Period</i> 9:40 - 10:32 | Beginning French Horn | Beginning Clarinet | Beginning Trombone | | |
| <i>4th Period</i> 10:36 - 12:02 | Beginning Tuba 11:10 - 12:02 | Concert Band 10:36 - 11:28 | Concert Band 10:36 - 11:28 | | |
| <i>5th Period</i> 12:06 - 12:58 | Wind Ensemble | Wind Ensemble | | | |
| <i>6th Period</i> 1:02 - 1:54 | Symphonic Band | Symphonic Band | | | |
| <i>7th Period</i> 1:58 - 2:50 | Jazz Band | Beginner Flute | | Jazz Band | |
| <i>8th Period</i> 2:54 - 3:45 | Conference | Conference | | Beginner Saxophone | Beginner Percussion |

Calendar of Events

Along with this handbook, each student will receive a calendar of band activities for the school year. All attempts are made to provide accurate information, but some adjustments to this calendar may have to be made during the school year. The directors will provide updated information to students as soon as possible should the need arise. Students will be responsible for informing their parents of any changes to the calendar in a timely manner.

Students are required to participate in all scheduled band activities unless noted otherwise. Absences are only excused in accordance with established district criteria. Conflicts with non-school activities (sporting events, etc.) are not excusable reasons for missing a scheduled activity. Parents are encouraged to plan ahead to resolve any conflicts with scheduled band activities. Unexcused absences from a required activity can result in a lowering of the student's grade and/or disciplinary action depending on the circumstances.

Some individual events (All-Region Band auditions and Solo and Ensemble Contest) allow for flexibility in scheduling for each student. Visit with your child's director if you anticipate a schedule conflict with one of these events.

Parent Opportunities

There are a number of times throughout the year when we will need parents to help with planning events, chaperoning, and assisting with other aspects of the band program's daily operations. We would like to allow as many parents as are willing and able to help as volunteers to do so throughout the year.

To keep all students safe, BISD requires every adult working directly with students to undergo a criminal background check each school year. Chaperones will ride the same transportation as students attending the trip and cannot bring additional children with them. Chaperones will help the directors with requested tasks and must be a parent or legal guardian of a student attending the trip.

BISD Volunteer Application can be found on the BISD webpage under "Employment."

Fundraising

The band program will have one fundraiser each semester. Participation in the two fundraisers is encouraged, but participation is optional. Fundraisers will be used to offset student fees and trip expenses. Additional money raised is used to purchase additional materials and equipment for the band program such as music, clinicians, instruments, repairs, and other supplies.

All money fundraised will belong to the North Belton Middle School Band and cannot be paid directly to the student or family. Fundraised money can only be applied to the student's expenses who raised the funds – instrument usage fee, trip, etc. All funds are good only for the current academic year and are not transferable.

Donations are also gladly accepted in lieu of participating in fundraising for those who are interested. More information about fundraising procedures will be sent home at the start of our fundraising drives.

Academic Eligibility

Although band is a curricular course, band members participate in several extracurricular activities throughout the year. These include events such as football game performances, contests, and individual student competitions. According to the Texas Education Agency, students must pass all classes (70% or above) for the preceding grading period in order to be eligible to participate in extracurricular activities for the subsequent grading period.

Section rehearsals, morning and afternoon rehearsals, school concerts, and the UIL Concert and Sightreading Evaluation are curricular events and are not subject to eligibility restrictions.

Absence Procedures

Unlike most other academic classes, it is not possible to make up missed content in performance-based band classes. The art of musicianship is temporal, and it is necessary to be present in order to benefit from music instruction. Alternate assignments will be given to students who are absent in order to satisfy grade requirements, but there is no substitute for the information presented in class.

As stated repeatedly in this handbook, students are expected to attend all scheduled band rehearsals and performances. If it is absolutely necessary to miss a performance, a written note signed by a parent must be presented to the director at least 24 hours prior to a scheduled rehearsal and at least two weeks prior to any performance. The signed note must include the specific reason for the absence or it will be automatically considered unexcused. Emails are acceptable forms of communication for these purposes.

Unexcused absences may result in a lowered grade, loss of privileges, and/or reassignment to a different part or role within the band, including the role of spectator.

An absence from a performance or rehearsal will be considered excused if the absence is due to illness, family emergency (illness, death, etc.), religious observance, or certain school-related schedule conflicts. Non-school activities and transportation arrangements are not considered excused absences.

In the event of a sudden illness or family emergency prior to a rehearsal or performance, the student should call his or her director's school number and leave a message. A written note meeting the same criteria as in the previous paragraph may then be brought to the director following the performance.

The band is an interdependent organization. Every student is important to our success, and we cannot teach an empty chair. Please do not schedule non-emergency doctor appointments and similar events during your child's band class or other scheduled rehearsals and performances.

Behavior Expectations

All students in the North Belton Band will follow the following behavioral expectations during class and during before or after school rehearsals:

- Students may do nothing to interfere with the teaching or learning in the classroom.
- Students are to demonstrate respect for themselves, others, and all property at all times.
- Students are to enter the room on time and are to be prepared to remain in the room at the beginning of class.
- Students may only handle their own instruments. No instrument should be left unattended.
- Food, drink (except water), candy, and gum are not permitted in any of the band rehearsal rooms.
- Students are to keep the rehearsal rooms neat and tidy.
- Instrument storage lockers are to be secured at all times.
- Instruments are to be taken home every day.
- Running and/or horseplay are not permitted at any time.

Misbehavior Consequences

Misbehavior will be handled according to district and campus policy. In addition to standard disciplinary measures, band students may lose playing privileges or be demoted in chair or band placement as a result of misbehavior. Students are reminded that band is most enjoyable when everyone is participating and achieving, so we hope that behavioral problems will be kept to an absolute minimum.

Music Facility Usage

Band students are welcome and should feel comfortable in the band hall and ensemble rooms. In the interest of providing quality instruction as well as maintaining safety and security, the following special guidelines must be followed when using the music facilities:

- Only band students are permitted in the band hall or ensemble room. Similarly, band students are asked not to enter the choir or orchestra rooms.
- Students should not interrupt morning or afternoon rehearsals in the band hall, ensemble room, or on the stage.
- Students are not to play their instruments in the hallways or in other parts of the school, including outdoor areas, without director permission.
- Music stands and chairs are to be used appropriately at all times.

Practice rooms are available for students who wish to practice before and after school. Private lesson teachers always have priority for room usage and may ask students to vacate a practice room if necessary. Students using a practice room must abide by the following guidelines:

- Practice rooms are for practice and private lesson use only.
- Food, drink, candy and gum are not permitted in the practice rooms.
- Any equipment (chairs, stands, etc.) moved into a practice room must be returned to its original location when finished.
- Turn off the practice room light and shut the door when finished.

Instrument Storage

Every student must have his/her name and phone number on their instrument case. It is good practice to have a record of the instrument brand, model, and serial number in the event it is stolen or lost.

Lockers are to be kept neat and orderly at all times. No personal items are to be kept in the instrument storage lockers. Each band locker is for the storage of a student's instrument and music only. Keep school books, coats, athletic wear, etc. in other appropriate locations.

Students may bring a key or combination lock to secure their assigned instrument locker. Lock shackle should be longer than the standard size. Please provide the combination or extra key to your student's band teacher.

Grading Procedures

Band is a curricular course. As such, students will be graded on all activities pertaining to the established curriculum for the course in which they are enrolled. Assignments are designed so that the student's performance indicates the level of mastery of the instructional objective.

Grades in band are calculated on a 100-point scale. A grade of 70 or higher is required to pass each grading period. Grades are calculated in the following manner:

Major Grades – 60%

- Formal Performances
- Playing Tests
- Written Exams
- Sectional Rehearsals

Minor Grades – 40%

- Practice Records
- Weekly Preparation and Participation
- Homework Assignments

Late Work –

Students are expected to turn in their assignments completed and on time. Late work will receive a 10 point deduction. Students who are absent are allowed one day for each day absent to complete missed assignments. Students who do not display progress or fail an assignment may be required to attend morning or afternoon tutorials.

Equipment Requirements & Instrument Repairs

All students will receive an instrument-specific class list of required materials.

This information is also available on the Band's website. Students must have all the required supplies and communicate to their parents when an item is needed.

If you think your personally-owned instrument needs repair, let a director look at it instrument BEFORE it goes to the shop. It may save you some money and time. The directors do have some experience with minor instrument repair. Bring your band supplies, including mouthpiece, and a parent note to class if your personal instrument is in the shop.

School-owned instruments that need repair must be given to a band director. Parents and students are not authorized to take school-owned instruments to a repair shop.

School-Owned Instruments

A School-Owned Instrument is an instrument owned by Belton ISD and provided to the student by the band program. These instruments include: Oboe, Bassoon, Bass Clarinet, Tenor Saxophone, Baritone Saxophone, French Horn, Baritone/Euphonium, and Tuba. All students playing an instrument owned by Belton ISD will be required to pay an instrument usage/maintenance fee of \$100.00 per year. The fee is intended to help offset the cost of the normal repair and upkeep cost. The student will be held financially responsible for any major dents or breaks that occur at home or school.

Following these key points will help keep accidents from happening:

- Another sibling should not be allowed to play on or with the instrument.
- Never leave an instrument and walk away; always keep it near or take it with you.
- Store the instrument properly inside the case when not in use.
- Always take your instrument to your band director for repairs.
- Do not repair it yourself.

Fees are due as described in the usage agreement. All fees are non-refundable. Make checks payable to NBMS Band. All band students that use a school-owned instrument will be responsible for paying the full fee regardless of the enrollment date.

Parents/Guardians of students using school-owned instruments must agree to be responsible for the cost of the damage, loss, and/or replacement of the instrument that might occur while in the student's care. The instrument must be returned when requested to do so by a Band Director or Principal. Instruments may not be taken home until the usage form is returned. Students will not be denied from playing an instrument because they are unable to pay this fee. Contact the band director if you need assistance.

Instrument Insurance

The Belton Independent School District, North Belton Middle School, and the North Belton Middle School Band staff are not responsible for loss or damage to any instrument. Parents are encouraged to consider musical instrument insurance provided by the rental provider.

Private Lessons

Private lessons are tailored to each student's specific needs and are intended to serve as enrichment for students who wish to excel. Each teacher sets and maintains his or her own schedule and collects his or her own fees. The band staff will not handle payments for private teachers. Our private teacher information changes from time to time. You may always contact one of the directors for our most current list of private teachers and their contact information.

Although the North Belton Band staff oversees the private lesson program on our campus and assists in connecting parents with an approved private teacher, the contractual arrangement for lessons is between the private instructor and the students' parent(s). Although the band directors communicate as much as possible with our private teachers, parents should communicate with private teachers directly regarding any missed lessons, schedule adjustments, etc.

In the event that a parent wishes to discontinue lessons for his/her child, a two-week minimum notice should be provided directly to the private instructor. Please remember that private lessons are for enrichment, not remediation. They are intended for students who wish to excel. As with anything, the more effort students put into private lessons, the greater the benefit will be. If financial assistance is needed please contact your student's band director.

Wind Ensemble students will be required to take private lessons. If you need financial assistance, please contact your student's band director. NBMS Band is dedicated to providing the best music education possible for all students.

Performance Requirements

Band is a performance-based curricular course. There will be several concerts scheduled throughout the school year. Students are required to attend all performances, whether they are curricular or extracurricular. Please check the band calendar and make necessary arrangements as early as possible. Please remember that non-school activities, other than religious observances, are not excused reasons for missing a performance.

Concert Attire

CONCERT BAND, SYMPHONIC BAND, and WIND ENSEMBLE

The band dress shirt will be tucked-in for performances. Sleeves are not to be rolled or tied up. Please refrain from wearing necklaces, large earrings, and bracelets that would distract from the uniform appearance of the ensemble.

Students will wear the Band T-shirt at Pep-Rallies, trips, and other non-formal events.

Purchase from school:

- Band Dress Shirt \$25
- Band T-Shirt \$10
(if not purchased as a beginner)

Purchase from your choice of vendor:

- Black Long Socks
- Black Closed Toe Shoes
- Black Dress Pants
- Black Belt

BEGINNING BAND UNIFORM

The band shirt will be tucked-in for performances. Sleeves are not to be rolled or tied up at the shoulders. Please refrain from wearing necklaces, large earrings, and bracelets that would distract from the uniform appearance of the ensemble.

Purchase from school:

- Band T-Shirt \$10

Purchase from your choice of vendor:

- Closed Toe Shoes
- Blue Jean Pants – no cargo pockets
- Socks

Sectional Rehearsals

Weekly section rehearsals (sectionals) are an essential part of the 7th and 8th grade band curriculum. These are required and students will be graded on their preparation for and performance in scheduled section rehearsals. Every attempt is made to avoid conflicts with school athletic practices and other school activities, however occasional conflicts may occur. The directors work very cooperatively with the coaches and other teachers to resolve these conflicts. Students should let the directors know if there is a conflict that needs to be resolved. Non-school activities, other than religious observances, are not excusable reasons for missing a section rehearsal.

Students must attend the section rehearsal for which they are scheduled each week. It is not possible to attend a sectional for another group. Please remember, sectionals are academically designed to meet the specific needs of a particular instrument. Detentions and tutorials are offered at various times throughout the week. Since there is only one afternoon scheduled for section rehearsals for each student, detentions and tutorials need to be scheduled at alternative times. Please do not schedule routine doctor, dental, or orthodontic appointments at your child's section rehearsal time. Students who are well enough to attend school are considered well enough to attend section rehearsals.

Students who miss a section rehearsal due to an excused absence may make up the missed grade by submitting a taped performance of the assigned material to the director within two days of the student's return to school unless other arrangements have been made.

All sectionals will be after school beginning at 4:00 PM and ending at 5:00 PM. The starting time is the point at which the student is to be seated with all materials and warmed up ready to play. Please see the weekly section rehearsal schedule for your specific section rehearsal time.

Students will receive a grade for each weekly section rehearsal. Students who are on time and prepared will receive a maximum grade of 100 for the section rehearsal. Poor preparation will result in a commensurately lowered grade. Tardiness to a section rehearsal may result in a lowered grade.

Weekly Fall Sectional Schedule – Sectionals will start the week of August 18th

Morning Sectionals will be from 7:30am - 8:00am

| <i>Morning</i> | <i>Monday</i> | <i>Tuesday</i> | <i>Wednesday</i> | <i>Thursday</i> | <i>Friday</i> |
|----------------|---------------|----------------|------------------|-----------------|---------------|
| <i>Wurman</i> | | | | | |
| <i>Pineiro</i> | | | Bass Clarinet | | |

Afternoon sectionals will be from 4:00pm - 5:00pm

| <i>Afternoon</i> | <i>Monday</i> | <i>Tuesday</i> | <i>Wednesday</i> | <i>Thursday</i> | <i>Friday</i> |
|------------------|---------------|----------------|------------------|-----------------|-----------------------|
| <i>Wurman</i> | French Horn | Tuba | | Trumpet | Trombone/ Baritone |
| <i>Pineiro</i> | Flute | Clarinet | Oboe | Saxophone | Bassoon |

Weekly Spring Sectional Schedule – Sectionals will start the 1st week of January

Afternoon sectionals will be from 4:00pm - 5:00pm

| <i>Afternoon</i> | <i>Monday</i> | <i>Tuesday</i> | <i>Wednesday</i> | <i>Thursday</i> | <i>Friday</i> |
|------------------|-----------------|-----------------|------------------|-----------------|---------------|
| <i>Wurman</i> | WE Brass | WE Woodwinds | | CB Brass | |
| <i>Pineiro</i> | SB Woodwinds | SB Brass | | CB Woodwinds | |

Concert Etiquette

Concerts are the culmination of much student effort and are necessary to meet state, district, and school requirements for band. More importantly, concerts are an opportunity for students to demonstrate their talents for an appreciative audience. For this reason, it is very important that both students and listeners observe appropriate concert etiquette during any musical performance. Please review the following guidelines prior to our first concert:

- Dress appropriately for the performance. Concerts are formal events unless noted otherwise.
- Turn off all mobile phones (no texting) and other portable electronic devices during the performance unless they are being used for personal recording of the performance.
- Food and drink should never be brought into a performance area.
- Refrain from talking while the director is on the stage (This is the cue to start).
- Only enter or leave the seating area during applause.
- Do not take flash photographs while the group is playing (before and after is fine).
- Crying or fussy children should be taken to the lobby area.

Students and directors have worked very hard for each performance and gratefully value your approval as demonstrated by your applause. The following are some guidelines to consider in recognizing a quality performance:

- It is appropriate and polite to applaud as the conductor approaches the podium.
- During a multi-movement work, applaud at the conclusion of the final movement.
- Do not applaud for soloists during a full band concert performance; however, it is appropriate to applaud for soloists during a marching band or jazz band performance.
- Avoid shouting, heckling, or whistling during applause.
- For an exceptional performance, it is always appreciated when the audience stands in applause following the final selection. This is known as a standing ovation.

Social Events

We organize several social activities for our band students throughout the year. In order to participate in any social event, students must be academically eligible. Students who have demonstrated behavioral problems may be excluded from social activities as deemed appropriate by the band directors and/or campus administration.

Social events may require certain fees, and attendance is always optional. A sufficient number of parent chaperones will be needed for supervision at all social events. Information about social events will be sent home in advance of any scheduled activity.

IMPORTANT: Students need to be picked up on time from all social events. Any students who cannot be picked up at the indicated time for the social event should not attend the event.

Spring Trip

The spring trip is designed as a celebration of the extra effort and time given throughout the school year to improve and perform. To be able to participate in the end of the year band/choir/orchestra trip:

1. Students must be academically eligible during the grading period of the trip. This is an extracurricular trip; therefore, students must have passed all classes (70+) on the third nine weeks report card or have regained eligibility on a subsequent progress report.
2. Students must return a signed permission slip, filled out completely.
3. Students must be present and perform at all major/formal performances. These performances are graded and participation is mandatory.
 - a. Major/Formal Performances include but are not limited to: HS Football Game, Fall Concert, Sit-In Performance, Holiday Concert, Pre-UIL Concert, Solo and Ensemble Contest, UIL Competition, and Spring Concert.
4. One absence may not be held against the student's trip eligibility. A second missed major/formal performance will result in the loss of the privilege of participating in the Spring Trip.
 - a. Please note: If you absolutely must miss an activity due to sickness or family emergency, a request must be communicated to a director in a timely manner. Requests will be reviewed and excused at the director's discretion. Only conflicts of a serious nature will be considered. Non-school sponsored activities will not be excused.
5. If a band/choir/orchestra student loses trip privileges for any of these music organizations, he/she loses trip privileges for the spring trip.

6. Students must have settled all financial obligations to the fine arts organization and to the school before the trip.
7. Students must have met behavior standards:
 - a. Zero Suspensions, LTISS, DAEP, JJAEP for the entire school year
 - b. Second semester only: Less than four (4) days of ISS, and less than eleven (11) days of lunch detention.
 - c. Directors, counselors, and/or principals will determine who is eligible to make the trip. Any habitually disruptive student may be subject to exclusion.

Lake Belton High School Band Enrollment

- For membership in the Lake Belton High School Bands, a student must have successfully completed band the previous year and auditioned for band placement.
- If you drop out of band in Middle School, you will not be allowed to audition for the high school band at a later date.

Lake Belton High School Band Boosters

The Lake Belton High School Band Boosters support the Lake Belton MS and North Belton MS bands. Middle School Band Parents are invited to be a part of this organization. There are no membership dues.

Cut Time

Please keep contact information in Skyward and Cut Time current.

Cut Time – app.gocuttime.com/login. Cut Time is a secure database for organizations to program and member information. Parents and students are able to keep up with forms, fees, and assigned inventory on their own as well as update their contact information at any time.

- Log on to [Cut Time](http://app.gocuttime.com/login).
- Locate the “GUARDIANS” button of the bottom of the web page.
- Enter either your “Phone Number” or “Email”.
- Cut Time will send you a “Magic Link” to login.
- Cut Time will then send you a verification code.

Medication and Other Health Related Services

A parent of a student who has any medical conditions or takes medication should inform the school nurse. The nurse will instruct school personnel how to properly administer medication and care for the student when on a school sponsored trip.

School staff may administer medication at school under the following guidelines:

- Parents must submit written parental authorization to administer the medication at school or on a school sponsored trip.
- Parents must bring in and pick up all controlled substance medications.
- All medications will be stored in the clinic with the exception of medications that students may carry and self-administer as allowed by law.
- Prescription medication must be in the original, properly labeled container that states the student name, name of medication, dosage, route, and time of day to be given.
- Non-prescription medication must be in the original, properly labeled container with parent written request.
- Students with asthma, severe allergic reaction, or diabetes may be permitted to possess and use prescribed medications at school when the parent provides written parental and physician authorization. Any questions or concerns regarding health services should be directed to the school nurse.

Disclaimer

The information contained in this handbook is intended to be accurate at the time written, and is subject to change. Please contact the directors if you need clarification of any material presented in this document.

Belton Independent School District



Extracurricular Code of Conduct

Belton ISD Extracurricular Code of Conduct

Statement of Expectations

BISD makes extracurricular activities available as an extension of the regular school program, with this important difference: participation in the regular curriculum is a right afforded to each student, while participation in the extracurricular program is a privilege that carries additional expectations for acceptable conduct. Students engaging in extracurricular activities represent not only themselves, but also other students and the District whether or not they are actively performing, competing, or participating in extracurricular activities and whether or not they are wearing uniforms or other clothing that identifies the student to the community or public in any setting as BISD students. For this reason, their behavior must be exemplary and reflect the finest attributes of the total BISD student body at all times and places.

I. Extracurricular activities

The term “extracurricular activities” means, without limitation, all interscholastic athletics, cheerleading, drill team, clubs, special interest clubs, co-curricular fine arts performances, career and technical student organizations, student government and any other activities or group that participates in contests, competition, community service projects on behalf of or as representatives of BISD. The term includes any non-curricular event or membership or participation in groups, clubs, and organizations recognized or approved by the Board of Trustees and the school district and sponsored by the district or campus.

II. Jurisdiction

Belton ISD has a high standard for the personal conduct of all of its members and participants of extracurricular activities. This includes behavior on school trips, during contests, in the classroom, while at practice, and in the community. In addition to consequences imposed through the Belton ISD Student Code of Conduct, students participating in extra-curricular activities, who do not exhibit satisfactory conduct may face consequences deemed appropriate by the director/head coach/sponsor, which could include suspension or removal from teams.

*****The Random Drug Testing Program policy and consequences supersede this document.**

This Extracurricular Code of Conduct will be enforced with all students grades 6th – 12th participating in extracurricular activities regardless of:

- Whether school is in session;

- Whether the student is directly involved with the extracurricular activity at the time the prohibited conduct occurs;
- Whether the extracurricular activity is in-season;
- Where or when the conduct occurs.

III. Prohibited Conduct

BISD students who participate in extracurricular activities are prohibited at all times from the following:

- Knowingly possessing or drinking alcoholic beverages;
- Knowingly possessing or consuming illegal drugs or possessing or using any drug paraphernalia;
- Knowingly misusing prescription drugs or non-prescription drugs or other mood-altering substances;
- Attending or remaining at any activity after becoming aware that illegal alcohol consumption is occurring at the activity;
- Attending or remaining at any activity after becoming aware that illegal drugs are present or being used at the activity;
- Attending or remaining at any activity after becoming aware that prescription or nonprescription drugs are being misused, or where other mood-altering substances are being used at the activity.

A student will be found to have “remained” at an event, if the student actively engages in the event or fails to promptly take steps to leave the event as reasonable under the circumstances.

IV. Criminal Activity

Any student arrested for any criminal activity during or outside of school hours, will be suspended from extracurricular activities pending an investigation. At the conclusion of the investigation, it will be determined if the student will be allowed to remain in the activity by the coach/sponsor/ director.

V. Consequences

First Offense

The penalty for a first offense is suspension from current or nearest competitive season or activity for a minimum of 20% of the competitions and or performances. In addition, if the student holds an office (or title of authority), elected or appointed, the student will be suspended from the office for the duration of the activity suspension.

Elected or appointed offices will include, but not be limited to, captains and player committee members of athletic teams, student council officers, cheerleader officers, drill team officers and lieutenants, club officers, and officers of athletic teams.

All or some of the following additional penalties may also be imposed at the discretion of the Coach/Sponsor/Director or Campus Administrator:

- Suspension from all extracurricular activities until thirty (30) hours of community service approved by the Coach/Sponsor/Director are completed. The community service will not count toward graduation requirements and will be directly related to alcohol and drug abuse prevention and/or education.
- Completion of sport/activity specific skill improvement drills to be determined by the coach, director, or sponsor.
- Referral of the student and/or the parents to an alcohol or drug awareness program and the successful completion of that program. Completion of the program may not have to be a requirement for reinstatement if satisfactory progress is being made.
- If the student holds an office, elected or appointed, the student may be removed from the office for the remainder of the school year.
- Other penalties or requirements deemed appropriate by a discipline panel, including removal from the extra-curricular activity.

Second Offense

The penalties for a second offense are:

- Mandatory suspension from the current or nearest competitive season for a period of 6 weeks or 50% of the scheduled competitions and or performances, whichever is greater.
- Mandatory removal from all appointed or elected offices. Upon completion of the suspension, the student may participate in extracurricular activities but may not serve as an officer or be appointed to an office for the remainder of the school year.

All or some of the following additional penalties may also be imposed at the discretion of the Coach/Sponsor/Director or Campus Administrator:

- Suspension from all extracurricular activities until thirty (30) hours of community service approved by the Coach/Sponsor/Director are completed. The community service will not count toward graduation requirements and will be directly related to alcohol and drug abuse prevention and/or education.
- Completion of sport/activity specific skill improvement drills to be determined by the coach, director or sponsor.
- Referral of the student and/or the parents to an alcohol or drug awareness program and the successful completion of that program. Completion of the program may not have to be a requirement for reinstatement if satisfactory progress is being made.
- If the student holds an office, elected or appointed, the student may be removed from the office for the remainder of the school year.
- Other penalties or requirements deemed appropriate by a discipline panel, including removal from the extra-curricular activity.

Third Offense

The penalty for a third offense is mandatory suspension from all extracurricular activities for a period of one calendar year.

After a one-year period, the coach/sponsor/director and administration will determine reinstatement. Reinstatement will be based on such things as academic record, attendance, behavior record, and any other information deemed appropriate.

Mandatory removal from all elected or appointed offices for one calendar year. The student will also be prohibited from running for or holding any new office during such a calendar year.

Cumulative offenses will be determined during two periods, grades 6 – 8, and beginning again in grades 9 – 12. Conduct will only be considered a subsequent offense if the conduct occurred after the consequences for the conduct forming the basis for the first offense were imposed.

All or some of the following additional penalties may also be imposed at the discretion of the Coach/Sponsor/Director or Campus Administrator:

- Suspension from all extracurricular activities until thirty (30) hours of community service approved by the Coach/Sponsor/Director are completed. The community service will not count toward graduation requirements and will be directly related to alcohol and drug abuse prevention and/or education.
- Completion of sport/activity specific skill improvement drills to be determined by the coach, director or sponsor.

- Referral of the student and/or the parents to an alcohol or drug awareness program and the successful completion of that program. Completion of the program may not have to be a requirement for reinstatement if satisfactory progress is being made.
- If the student holds an office, elected or appointed, the student may be removed from the office for the remainder of the school year.
- Other penalties or requirements deemed appropriate by the discipline panel, including removal from the extra-curricular activity.

VI. Procedures

The following administrative procedures have been adopted by Belton ISD to address violations of the Extra-Curricular Code of Conduct. Administrators, coaches, sponsors, and directors will review the facts and circumstances surrounding a particular event and determine appropriate disciplinary actions. The final decision will be that of the department director.

- Coaches and sponsors will report violations of this policy, including self-reports, to the student's administration. Likewise, the administration will notify the student's coach or sponsor of a reported violation of this policy.
- If a report is made, the coach, sponsor, director, or administrator will take reasonable steps to keep the identity of the reporter confidential, but confidentiality cannot be guaranteed. For tips received through the Anonymous Alert system, the administration will take reasonable steps to collect more information; however, investigations may not be feasible if limited information is reported.
- Only violations that come to the attention of school officials within one (1) calendar year of the conduct in question will be subject to sanctions under this Code. Timely reported violations will be investigated by school personnel starting with the next scheduled school day after the report, when feasible.
- Campus administration/coaches/sponsors/directors will review the facts and circumstances surrounding an alleged violation to determine whether a violation of this Code occurred. All sources of information, including hearsay, rumor, photographs and information posted on the Internet, including social networking sites, may be considered by the administration to determine if a violation of this code has occurred.
- The student and the student's parent/guardian will be given the opportunity to discuss the facts and circumstances involved in the alleged violation with the administration, coach sponsor, or director before a decision is made as to whether a violation occurred and the consequences are applied.

- If the administration determines that a student violated the Extracurricular Code of Conduct, the following individuals will be notified:
 - The student and the student's parent or guardian;
 - The coaches and/or the sponsors of all extracurricular activities in which the student is currently involved or is expected to be involved during the period of the suspension or removal from extracurricular activities
- In determining the appropriate disciplinary consequence to be imposed for a violation of this Code, the coach, sponsor, director, or administrator will take into consideration:
 - The seriousness of the offense;
 - Whether the safety and well-being of the student and/or others were put at risk by the conduct;
 - Whether any citations issued or other actions taken by law enforcement;
 - The extent of the student's participation in the event;
 - Whether the student self-reported the offense;
 - The cooperation of the student and the parents in the investigation; and
 - The student's prior academic and disciplinary record

VII. Appeal

The students or the student's parent or guardian has the right to appeal the decision of the coach, sponsor, or director. Please reference FNG(LOCAL) for the appeal process.

Disciplinary consequences will not be deferred pending the outcome of an appeal, and formal grievances regarding involving extracurricular activities will not be heard by the Board of Trustees, unless grievances allege a violation of Chapter 26 of the Texas Education Code.

Belton ISD Extracurricular Code of Conduct Signature Page

This page must be signed by both the student and parent/legal guardian of the student and returned to the coach or activity sponsor before the student can participate in the activity.

Signing this sheet signifies that the student and parent/legal guardian of the student has read and understands the procedures and consequences determined for a violation of the *Extracurricular Code of Conduct*.

Student's Name (please print): _____

Student's Signature: _____

Parent/legal guardian (please print): _____

Signature of Parent/legal guardian: _____

Date: _____

School: _____

Grade Level: _____

This signature page must be signed and turned in to the offices of the Coaches, Sponsor, or Director prior to any practice or competition.