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Dear Parents and Band Members,

Welcome back to band! And welcome to all of our new members. We are all looking forward to getting to know you.

Enclosed you will find our music department handbook that you should read over with your child. Since there is a lot of information here, please take a week to do this and then promptly return the parent contact sheet filled out and signed, back to school with your child within one week. Students will receive a quiz grade of 100 if returned by **September 11th**.

If your child is borrowing a school owned instrument, you will be receiving a loan agreement form in the near future. Students will not be allowed to bring instrument home for practice without a signed borrower agreement. If you plan to purchase an instrument this year, please check with me and I can give you some recommendations. There are many "imitation" instruments out there being sold on the internet and places like JCPenney and Walmart. These retailers are NOT in the business of making musical instruments and you may be setting yourself up for a lot of aggravation not being able to get the instrument serviced. Many of these places use reputable names such as Yamaha, but they are fraudulent companies.

Please be sure to add our rehearsal and concert dates to your calendars as soon as possible, so you can avoid scheduling conflicts. Because Band is now a class, all performances and rehearsals are mandatory and given a grade.

A word about practicing at home - playing an instrument is a huge commitment, and students are in charge of their own success. Please be sure they have an uninterrupted practice space and time to practice. Encourage them to practice at least 15 minutes or more each day, or 30 minutes or more as many days as possible. Should they have any difficulties, they can note what they are and see me for help.

Should you have any questions or concerns, please feel free to email me or leave me a message at school.

Sincerely,

Mrs. Edlind

Band Handbook 2018 -2019

Parent Communication

Please read all correspondence that comes home with your child and when requested, returned signed forms to school with your child as soon as possible. We recommend a two day turn around, to keep it fresh in our minds. These notes will tell you what is happening in band and give deadlines, dates, etc. If you want to receive it by email, please be sure to send me an email to get on the list.

Grading Policy

The grades of Orchestra and Band at AJHS is heavily weighted on student performance in the weekly lesson. This is to emphasize the necessity for steady and continual growth through prepared lesson assignments. These assignments are homework for at least 5 days per week.

A student missing a scheduled lesson will receive one of three marks:

1. A - The student was absent from school.
2. E - The student was excused prior to the lesson and no make-up could be scheduled.
3. 0 - The student missed the lesson without discussing it with the teacher. This is averaged as a lesson grade.

It should be noted that forgetting the lesson and/or materials will not be a valid excuse.

(See Grading Criteria & attendance policies for lesson makeup opportunities.)

The grade on the report card for the band and orchestra student is computed as follows:

1. Each lesson is given one grade (60% of overall grade)
2. Band is graded on student attitude and participation in rehearsals (30% of overall grade) Disruptions, lack of playing, forgetting instrument or materials will result in point reductions.
3. Concerts, performances, playing and written quizzes (10% of overall grade)

Grading Criteria Band

Students will be given a grade on how well they demonstrate proper rehearsal and playing techniques. Most of these techniques are taken from the music Standards of Learning. The techniques that will be evaluated include:

- a. being on time to class and take your seat quickly and quietly having properly maintained instrument and materials (book, pencil, music, etc.)
- b. refraining from chewing, eating or drinking anything
- c. remaining quiet while the director is talking or the group is playing
- e. getting materials ready quickly and putting materials away at the end of class
- f. From the moment the director asks for attention, there should be no talking or other disruptions. When the director is working with other sections, you should be studying your music quietly. demonstrating proper posture, instrument position, and hand position
- g. Music is expected to be learned within a reasonable amount of time. Spot checks on music preparation will be held periodically during rehearsals - some announced, some unannounced. being respectful to the teacher and other students
- h. participation in class activities
- i.. demonstrating proper playing skills

Grading Criteria and Attendance Policy for Lessons

It is expected that you will attend your weekly lesson. You will be graded on your preparation of the previous weeks' lesson assignment. Students are allowed to miss 2 of their academic classes per marking period in order to attend lessons. If they have a test or the **teacher** requires them to be in class, they **MUST** make up the lesson during the same week. **They MUST** have the teacher call or email me that they are requiring them to stay in class. A student cannot miss a lesson just because they want to stay in class. It is a responsibility of being a member of a musical ensemble in any school. The only acceptable reason to be late for or miss a lesson would be due to a quiz or a test in your class. Make up lessons can be arranged in advance, and student should take advantage of the built in makeup week in each quarter. Students are responsible for all classwork and homework missed as a result of the lesson. There is a lesson schedule available for students to take home, and they are posted on the door of the band room.

Available make up times:

1. Another day with the same instrument grouping, **same bell**.
2. After school, provided I know one day in advance.
3. During designated makeup weeks throughout the marking period. Only ONE lesson can be made up during the designated make up week.

Students will be exempt if their lesson falls on a snow day or holiday, or if they are absent from school. They are welcome to make it up if they so choose, following the guidelines above.

Students who are making up a missed lesson during make up week **MUST** sign up for it the week before, and it must be the same bell in which they missed the original lesson. The signup sheet will be on the band room door. If they just show up during a random bell to make up lessons, they will be sent back to class.

Please note that the STUDENT is expected to keep track of when his/her lessons are, and the lessons that they miss. Their agenda is a great place to record this information! Use of a calendar or reminder apps can be very helpful. Of course the lesson schedule is posted on the door, and they can get their own copy at anytime. As I update my google classroom and website, all schedules and forms will be available online. Remind is also a good way to keep informed or in touch with me.

Homework- Preparation of Lesson and Ensemble Music

You are expected to take your instrument home and practice at least 5 days a week. **There is no substitute for quality preparation of the lesson and ensemble music on a regular basis at home.** A quality practice session each of those days will insure that you are prepared for your weekly lesson and band rehearsals. Success comes with practice and repetition. There truly are no shortcuts! There are also many music websites that have note naming games and exercises so you can learn those note names quickly!

We make the following recommendations regarding student practice:

1. Students practice 15-30 minutes per day, five days per week, in a designated space.
2. Missed practice sessions can be made up, but to be effective, practice must be spread over the week.
3. Practice should be confined to diligent effort toward preparation of next week's lesson music as well as the band or orchestra music.
4. Cover all required music thoroughly.
5. Mark difficult sections with pencil.
6. Practice slowly at first, making sure proper fingerings and bowings are used and that rhythm is correct.
7. Write down the beat - counting in pencil for problem spots.
8. Go over problem spots many times, as many as needed, until you can play them accurately and evenly. Gradually increase tempo up to performance level. Use a metronome if possible.
9. The instructor will require that a record of the week's practice time be kept and signed by the parent.

Concert Attendance

Band is a serious commitment of your time, money, and hard work in preparation for our concert. A band is a large team in which the absence of one team member can hinder the success of the remaining members. Since band is a performing art, concerts and performances are the culmination of what we learn in class. Each student is expected to attend all required performances. To receive the full grade each student must remain for the duration of all groups performing on the concert, and must demonstrate proper audience and performance etiquette. Sudden illness or family emergencies are understandably beyond the control of the individual music student. In such instances, a phone call by the parent is expected and appreciated. This enables the conductor to reassign parts if necessary and gives other students ample time to prepare another part. Sign up for remind and you can contact the teacher through the app. Unexcused absences include sports team/practice/games, unable to get a ride, vacation, birthday parties, etc. Contact me with any concerns and we can work together if rides needed, etc.

To make up the grade for an excused absence from a performance with prior approval from the director, the student must perform a solo from their band pieces for the class. Cell phones are not permitted to be in the student's possession during a concert. Our dress code is below. This is also a way to teach our students we dress certain ways for certain occasions.

Concert Dress

Winter concert.: black dress pants and shoes, white shirt. Ties optional

Spring concert: maroon Polo shirt(order form will come in early spring)

Memorial Day: maroon polo shirt, tan shorts, white shoes or sneakers

Concert Dates

Can be found on the last page, before the Contact Sheet. Please mark your calendars and try not to schedule orthodontist or dental appointments on or near those dates.

After School Rehearsals

Certain musical groups or sections of groups will need to rehearse after school. Conflicts with these rehearsals must be discussed with the appropriate director well in advance of the rehearsal. After school rehearsals will be posted at least one week in advance. Dress Rehearsals for concerts are mandatory. There may be additional sectional rehearsals planned to get ready for NYSSMA, All-City, or All-County

Behavior and Other Expectations

1. Students will be respectful of teacher, students and themselves.
2. Students will follow the teacher's directions the first time.
3. Students must treat all materials, furniture, equipment and instruments with care.
4. Destruction of any school property will be subject to replacement cost and discipline per school policy.
5. Students will participate and always try their best. Band and lessons are participation classes. Your child will be graded daily on their preparedness, participation, behavior and attitude. Points will be taken for not being prepared, a negative attitude, etc.

Cell Phones/Headphones/Earbuds

Will not be permitted. The main office can relay any emergency messages from you or other family members if needed. Phones/headphones will be confiscated and brought to the office where they can be picked up at the end of the day.

Bathroom breaks

Students need to make every effort to go to the bathroom between bells. Students will only be allowed out of class for EMERGENCIES.

Locker

Students will not be allowed to go their locker once the bell rings. If unprepared for class, student receives a zero. After 2 unprepared, student will be given a detention by the teacher along with a call/note/email home. I

Late

After two late arrivals without a pass, student will be given a detention by the teacher along with a phone call/note/email home.

Consequences for not following directions

First offense - verbal warning and recorded in schooltool as a minor infraction.

Second offense - after school detention with teacher and recorded in schooltool as a minor infraction. If detention is not served with the teacher, a referral to Vice Principal where a longer detention will be served.

Third offense - Discipline referral to office as a major infraction.

Any serious disruption during a class period, student may be sent to I.S.S. If a student is sent to I.S.S. a phone call home and a detention will be given. It will be recorded in school tool as a major infraction.

Instrument and Equipment Care

A. An instrument is a delicate mechanism which should be kept cleaned and handled with care at all times. Do not play someone else's instrument or allow others to play yours.

B. Reed players should have at least 4 good reeds or more to be alternated regularly. Store reeds in reed guard, not on the mouthpiece, and a swab or pad saver to clean main body of instrument.

C. Flute players should have tuning rod and handkerchief for cleaning.

D. Brass players should have valve oil, slide grease, and assigned mutes. Clean your instrument completely every month. Your teacher can help you with this.

E. Violins should have an extra A and E string in the case at all times.

F. All string players are responsible for their own rosin.

G. Percussion students are expected to purchase the necessary sticks and mallets as specified by the teacher and have them at all rehearsals.

H. All percussion students are responsible for storing equipment at the end of rehearsals and concerts. Report any missing or damaged equipment at once.

School Owned Instruments

A. Some of the more expensive instruments used in the band and orchestra are provided by the school district. These include: piccolo, oboe, bassoon, alto and bass clarinet, tenor and baritone saxophone, French horn, baritone, tuba, cello, & double bass.

B. Students who are physically suited for these instruments will be encouraged to switch from their original instrument to one of these. Often this change results in a surprising increase in a student's musical achievement.

C. Students playing school-owned instruments are responsible for the maintenance and care of these instruments. While using the instrument, it should be treated as if it was your own. Everyday maintenance is the

responsibility of the student, and it is expected that the student will treat the instrument in a responsible manner. *Repair or damage beyond normal wear is the responsibility of the student.*

All County Festival

The district is a full member of the Cayuga County Music Educators Association (CCMEA) which provides the opportunity for our students to participate in these events. The district also provides transportation for these events, in support of our belief that students can benefit from these unique experiences.

We strongly encourage participation in county festivals, however, students are selected by their teacher to audition for these events and groups. All County members are selected through a competitive audition process at events hosted by CCMEA. Acceptance into a festival is a significant musical achievement and one of which both student and teacher can be proud. However, it is only the first step. Next must come the responsibility of thorough preparation of all parts. Students should seek help from their teacher. Students should participate with the proper attitude; they should be in a frame of mind that permits them to learn and grow as a musician, not worrying about their status or individual recognition.

Finally, if a student is unable to attend all or part of the festival due to illness, emergency, etc., they must contact an East Middle School teacher at once. As a general rule the department does not allow a student to participate who must miss any rehearsal time. The festival dates must be cleared from job, family or personal commitments before a student auditions.

Student Transportation

Music students participating in "away" music activities (i.e. All-County, All-City, field trips, Darien Lake, etc.) are expected to observe the following regulations:

- A. Students are required to use school transportation, both to and from the events.
- B. Students wishing to depart or return home with parent(s) or legal guardian must present a written permission slip to the teacher responsible. To the extent possible, this should be handled before the activity begins. A phone call may be made to verify this type of request.

Parade Band

A. All Band members are expected to participate in the Memorial Day Parade. This event is one of the community's most important civic activities and we have always supported it through our participation. Please put this on your calendar.

B. Rehearsals for Parade Band will be held during school hours.

Mandatory Band Performances for 2018-2019

Wednesday, December 12, 2018 – After school Band rehearsal(until 2:50 PM)

Monday, December 17, 2018 – After school Dress Rehearsal(until 2:50 PM)

Tuesday, December 18, 2018 – Jr. High Band and Chorus Concert
(Arrive at 6:40 to cafeteria to warm up)

Wednesday, May 8, 2019 After school Dress Rehearsal(until 2:50 PM)

Monday, May 13, 2019 After School Dress Rehearsal

Tuesday, May 14, 2019 – Spring Concert 7:00 PM (Arrive at 6:45 to cafeteria to warm up)

Monday, May 28, 2019 – Memorial Day Parade

April 2019 NYSSMA Majors for 8th grade(TBA)

Other Performance Opportunities throughout the year:

Friday & Saturday November 16-17, 2019 – CCMEA All County Festival@Union Springs
(Students audition at NYSSMA during the previous fall)

Friday – Sunday March 8-10, 2019 AJHS Musical(*info sent in Dec/Jan*)

Wednesday, May 1, 2019 NYSSMA Solo Festival@AJHS
(This is optional, but student must attend if auditioning for All County.)

Concert Dress

Winter-white shirt, black PANTS, black shoes

Spring – maroon polo shirt (*ordered in late winter*), black PANTS, black shoes

Memorial Day Parade – maroon polo shirt, tan shorts, white shoes or sneakers

Supply List for Instrumental Music: Band and Lessons

*Be sure to replenish supplies as needed so you will always be prepared. Reeds especially, since they tend to split and crack more often. Feel free to ask if you are unsure. This year, binders, dividers, pencils will be provided. If your child abuses the binder or materials, they will be expected to provide a replacement.

Pencils with erasers: We can only use pencil to mark our music. Student should have a pencil every day for band and for lessons.

Binder Supplies: An Eight(8) pack of 3 ring dividers. Binders will be provided this year. Should you want your own, please buy a 1" black binder with clear sleeve in the front for us to place our title page in.

Reeds and Instrument Cleaning Supplies mp = mouthpiece. Brass players who are borrowing a school instrument should have their own mouthpiece in a labeled case if possible.

Helpful FREE Apps for IOS and Android: Bandmate Chromatic tuner, tempo tuner, metronome

Oboe/Bassoon

Reeds – See me for website

Cleaner – pipe cleaners, swab, cork grease

Flute

Cleaning kit – swab and headjoint brush

Clarinet/Saxophone

MP – Vandoren, LaVoz, Michell Laurie

Ligature – Rovner, Luyben

Cleaner – MMP brush, swab, cork grease

Reeds – Vandoren, LaVoz, Michell Laurie, Rico
(#3 medium, 3 ½ medium hard)

Plastic Reeds – fiber cell or Bari

Medium

Percussion

Must have own sticks:

Vic Furth EP2 Stick Pack or

A stick bag containing:

Yarn Mallets – rattan handle, soft

Timpani Mallets – soft

Snare Sticks – Vic Firth SD1

Trumpet/French horn

Trumpet MP – 7c, 5c

Fr. Horn MP – Holton Farkas

Tuning oil and slide grease

MP brush, valve brush, snake

Trombone/Baritone/Tuba

Trombone MP – 61/2 AL, 7c

Tuba MP – 18, 24

Trombone Mute – Straight, 3 in 1

Trombone Slide Grease – superslick & small water
sprayer

Oil – A1 Cass FAST, tuning slide grease

Cleaner – MP brush, snake

*Please consult your band teacher for a recommendation if you are going to purchase a new instrument. There are many out there that are of poor quality and not adjustable or repairable once they break.



Family Information Sheet

This will provide me with a quick way to communicate with you. I use email often, so please be sure your information, if correct here, is on file with the office as well.

Student Name _____ Grade _____

Legal Gardian 1 _____

Address _____

Best contact Phone _____ email _____

Legal Guardian 2 _____

Adress If different _____

Best contact Phone _____ email _____

Student's instrument _____ Serial No. _____

Brand _____ Model if Known _____

_____ owned/renting from store _____ borrowed from school

Parent Signature _____ Date _____

Please initial the following, to confirm your commitment and understanding.

- ___ 1. I/We understand that all rehearsals, concerts, parades, and other performances listed on the calendar are mandatory unless otherwise stated, and we agree to keep these dates clear of dr. appointments, vacations and other conflicts.(Sports included.) Students in band must put band first, as performances are part of their overall band grade.
- ___ 2. I/We understand the expectation of lesson attendance and grading policy for those lessons.
- ___ 3. I/We understand the expectation and grading policy for band rehearsals.
- ___ 4. I/We understand that daily practice is important for progress on a musical instrument.
- ___ 5. I/We understand that it is the responsibility of the child/family to provide reeds, cleaning supplies, cork grease, valve oil, etc., regardless of whether renting, owning or borrowing an instrument.