

# **Elm City Middle School**

## **Band Handbook & Procedures Manual**



**2016-2017 School Year**

**Adam J. Schultz  
Director of Bands**

## ***Rules***

1. Be on time with ALL necessary materials.
2. Respect the rights, safety, and property of others.
  - Play instrument and talk only with given permission to do so.
  - Stop playing instrument immediately when signal to stop is given.
  - Keep hands, feet, and other objects to one's self.
  - NO GUM, DRINKS, OR FOOD are allowed in the band room.
3. Accept responsibility for yourself, your equipment and your learning.
4. Be a responsible student, obey ALL school rules.

## ***Band Grading Policy***

*Concerts, Contests, Festivals: 50%*

*Daily Participation: 30%*

*Playing tests, Written test, Practice logs and other assignments: 20%*

## ***Description of Grading:***

- Concerts, Contests, Festivals, and Daily Participation are required events and aspects of making our band program successful. Attendance at all concerts, contests and festivals are mandatory. ***FAILURE TO ATTEND A SCHEDULED PERFORMANCE CAN NOT ONLY SERIOUSLY AFFECT YOUR BAND GRADE BUT OUR OVERALL PERFORMANCE.***
- Playing tests are given periodically to assess student's individual development of the music being taught and to evaluate our commitment to practice time. Your score at Contests and Festivals, the reception from your audience at concerts, and general pride in your performance are connected to this aspect of grading.

*“Good bands learn part of their music well. Great bands learn every part well and practice daily for retention.”*

- Written tests will be given on a periodic basis. Written tests can include, but are not limited to, musical terms, performance evaluations, and listening activities.

## ***Class Participation***

The development of good musical skills is dependent on each student having his/her instrument and all necessary materials in class every day. Good rehearsal techniques are just as vital to this development. Some examples of good rehearsal techniques are good posture, being responsible, and following class procedures. The ability to listen attentively and follow instructions is crucial for quality performance. To stress the importance of these areas of study and to give credit for the knowledge and skills learned in class every day, a part of the band grade is based on the quality of each

student's daily class participation.

***Daily Participation Grading Rubric:***

**100** - Student arrives on time to class, has instrument and materials ready after the tardy bell. Student has all required materials (instrument, music, pencil) and actively participates. Student is always working through the course of the class period. Student remains attentive and refrains from talking or other disruptive behavior through the course of the class period.

**92** - Student arrives on time to class, has instrument and materials ready after the tardy bell. Student has all required materials (instrument, music, pencil) and actively participates. Student is occasionally working through the course of the class period and is sometimes off-task. Student is somewhat attentive and refrains from talking or other disruptive behavior through the course of the class period.

**84** - Student arrives on time to class, has instrument and materials ready after the tardy bell. Student has some required materials (instrument, music, pencil) and actively participates. Student is occasionally working through the course of the class period and is sometimes off-task. Student is not very attentive, but refrains from talking or other disruptive behavior through the course of the class period.

**76** - Student arrives on time to class, but instrument and materials are not ready after the tardy bell. Student has some required materials (instrument, music, no pencil) and actively participates. Student is occasionally working through the course of the class period and is sometimes off-task. Student is not very attentive, and participates in occasional talking or other disruptive behavior through the course of the class period.

**69** - Student is tardy to class, and has no materials ready after the tardy bell. Student has little or no required materials (instrument, no music, no pencil) and does not participate. Student does not work through the course of the class period and is usually off-task. Student is not very attentive, and is usually talking or involved in other disruptive behavior through the course of the class period.

*\* The Daily Grading Rubric is presented to students during the first two weeks of school and will be used to average the student's weekly participation grade. All students will receive a total of 5 participation grades each week that will be averaged into one overall weekly grade. These grades will be reflected on the student's progress report and report card.*

## ***Practice Record Grading System***

Practicing is the student's homework in band and is necessary for skills to be mastered. A practice record will be used to help determine your six weeks grade and possible chair placement. The practice record system will be used to encourage achievement, accountability and success. Students will turn in practice logs signed by a parent each Monday. **PRACTICE LOGS WILL NOT BE TAKEN AFTER MONDAY.** If a student is absent, the student will turn in their practice record on the following day from the absence. Practice record grades will be averaged into one final grade and then averaged into the overall six weeks grade. In addition to weekly practice logs, there will be playing exams each six weeks to ensure that the practice records are accurate. These tests will count as an exam grade separate from that of the practice record grade.

***The following ideas may help you in providing the necessary support for your child's continued success in music.***

1. Set specific time to practice each day. A consistent schedule is important for the student and for the family.
2. Set a specific space to practice with proper lighting and ventilation without distractions.
3. Reinforce practice sessions by listening and making positive comments.
4. Be prepared to respond to "I don't want to practice" with positive comments about commitment and responsibility. Reinforce the understanding that success in all endeavors takes time and effort.
5. Relax requirements during vacation times. A break from the routine will result in a return with a renewed vigor.

***Our goals for band are as follows:***

1. To promote school pride and spirit through participation in community and district wide events.
2. To provide entertaining concerts and performances for both the school and community.
3. To grow musically through regular attendance at contests and festivals.

\* In order to truly achieve these goals, everyone must do their part by learning their music and being present at all rehearsals and performing opportunities.

# BAND SUPPLY LIST

ALL STUDENTS WILL NEED THE FOLLOWING ITEMS:

Instrument

1 one-inch three ring binder and plastic page protectors

Pencils

Name tag or identification tag for instrument case

6th grade - Essential Elements 2000 Book 1

7th grade - Essential Elements 2000 Book 2

8th grade - Essential Elements 2000 Book 3

ALL CLARINET AND SAXOPHONE PLAYERS WILL NEED:

1 Box of Size 2-3 Reeds (depending on the individual) (Brands = Rico, Rico Royall, Vandoren, Mitchell Lurie or La Voz)

1 Leather Ligature (metal ones get stepped on and flattened)

4 Working Reeds in case at all times

\* Each student will need a cleaning kit for their individual instrument so that proper care and maintenance is maintained. They will NOT need a cleaning kit for class.

## *Instruments*

The band room will be open by 8:00a.m. each day for band students to drop off their instrument. Instruments will be stored in the band instrument storage area to keep the room clean and organized. Students must take their instrument home each day after school for daily practice and security reasons.

## *Repairs*

If a student has a problem with their instrument, they should show Mr. Schultz as soon as possible. Many students have purchased repair contracts for instrument repairs. When leaving your instrument for repairs, remove your mouthpiece, reeds, neck strap and anything else from your case. Remember there is always a strong possibility that an instrument may be found for you to use until yours is repaired. If an instrument must be sent to the repair shop, parents will be contacted by Mr. Schultz for approval to make the needed repair.

Please Sign and Return THIS PAGE To Mr. Schultz by  
**Friday 9-19-16.**

I have read the Elm City Middle School Band Handbook and Procedures Manual with my child. I understand that any violation of the policies and procedures of this manual will constitute in the lowering of my child's grade and/or dismissal from the band program. As a band parent, I will assist to ensure that my child will uphold all of the guidelines set forth in the manual.

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Parent Print:

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Parent Signature

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Date

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Student Print

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Student Signature

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Date