

Cedar Springs Middle School



EXCELLENCE & INNOVATION

Band Handbook

www.cedarspringsbands.org

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INTRODUCTION

This handbook seeks to clarify for every band member what is expected of them in the band program and to outline as many of the procedures as possible that govern the operation of the band. A successful tradition starts with an attitude of success. As parents, band members, and band directors, all of our efforts need to be directed toward creating a positive experience for the young men and women in our band program. A positive experience must start with an understanding of the expectations for those who participate in the band. The following information explains these expectations.

Band classes hold a unique place in the school curriculum. While it is an academic class in the sense of having a definite curriculum and expected competencies, there are some aspects of band membership that **require student participation outside of the normal school day**. Students and parents must understand that the success of the band program depends on the commitment of every band member in performing their responsibilities. This **participation is required** of each band member.

There are many benefits that students can realize by being a member of the band program. The intense concentration and training required to perform in band is the same kind of training that produces success in any field of study. Band invariably has a high percentage of the school's top-ranking academic students because scholarship and musicianship go hand in hand.

Band is a year-long commitment. If you have questions about this, please contact the band director rather than the main school office. Should you contact the main office, they will direct you to speak with the band director.

Through the cooperation of every student, parent and teacher we can have many enjoyable experiences affording musical growth, accomplishment appreciation, and recreation. With this achievement, students should develop a sense of pride and respect necessary for the continued success of the Cedar Springs Middle School Band Program.

ATTENDANCE

Participation in a performing arts class necessitates attendance at all performances during and after school. Absences negatively influence the effectiveness of the entire group. Adherence to a strict attendance policy is necessary for the integrity of the ensemble. The following guidelines must be followed.

1. A student should submit a note from a parent on the date that he/she learns that they will not be able to attend an after school performance. Excuses must be in writing and must be thorough enough to clearly indicate the need for the absence.
2. Performances should only be missed in cases of illness or death in the family. Absences will not be excused for reasons such as transportation problems, conflicts with non-school activities such as work conflicts, parties, shopping or visiting relatives. **In case of emergency, call or email a director to notify them.**

GRADING PROCEDURE

In general, there is a breakdown between summative and formative assessments:

Summative Assessments	80%
Formative Assessments	20%

Specific breakdown:

Preparation	25% Assessments (Summative)
Participation	25% Daily Rehearsal Grade (Formative)
Performance	50% Performance Attendance (Summative)

ASSESSMENTS

Students are expected to practice their instruments and pass playing assessments throughout the year. Students may perform their playing tests live during class or record and submit them with a video/audio recording. (Before school playing assessments are available by appointment with the teacher.)

Playing assessments can be passed off early for EXTRA CREDIT, on time for full credit, or late for partial credit.

Students may make up assessments if they are absent on the day they are due. If there are any questions or concerns, please contact a director to make arrangements to make up the grade.

DAILY REHEARSAL GRADE

This includes behavior, attitude, effort and coming to class prepared. Students must have:

- Their instrument (sticks and mallets for percussionists)
- Sheet music and/or method book
- A pencil
- All necessary supplies
 - 3 working reeds and cork grease for saxophone and clarinet players (can be purchased at school)
 - Valve or slide oil for brass players (can be purchased at school)

If a student has a medical excuse **signed by a doctor** and cannot participate, they are still expected to pay attention during rehearsals and follow the music. Under no circumstances will students be permitted to do other work or go to the library during band class.

WRITTEN ASSESSMENTS

Tests and quizzes may take the form of written assessments. They may involve music vocabulary, fingering tests, note reading, music theory, rhythm tests or composition assignments.

UNIFORMS

The Cedar Springs Music Boosters will provide sweaters or polo shirts for the students. These sweaters must be returned following each performance to be laundered. **Students are asked to provide their own black pants, black shoes and black socks.**

INSTRUMENTS

Do not leave instruments unattended at any time. Always have a nametag on your case.

Privately owned instruments should be insured with your homeowners or renters insurance policy.

Keep a record of your instrument's serial number in a safe place at home.

When not in use, instruments must be placed in their proper case, which should be closed, latched and placed (locked) in your assigned storage area.

MUSIC

Method books will be provided for each student to use. Replacement cost is \$9.00 for each lost book.

Sheet music is not disposable. Students will be expected to pay ten cents for each lost piece of sheet music.

Books and folders should not be stored inside instruments cases. Most cases cannot accommodate these items which could damage instruments.

CHAIR PLACEMENT AUDITIONS

Annual tryouts will be held at the beginning of each trimester and any other time the director deems necessary. The procedure will be as follows:

- Students will be asked to perform prepared music, rhythm patterns and scales.
- All auditions will be performed in class.
- Performances will be judged on tone, intonation, rhythm, technique, articulation accuracy, fluency and other musical elements.

- Students will have an opportunity to challenge for a higher chair at specific times during the year. The challenge procedure will be announced by the director.

SOLO AND ENSEMBLE

This will be an event where all students prepare a piece and perform it for a competent judge, receiving valuable feedback and advice. This is simply one of the best ways for middle school band students to gain confidence on their instrument.

Directors will assign pieces of music that is at the appropriate level for each student. We will have an evening in January at the middle school, each student or ensemble will be assigned a specific performance time. There is no cost for this, and it is equal to a concert grade.

BEHAVIORAL EXPECTATIONS

Because band is a large ensemble class, personal conduct is of the utmost importance. To be a contributing member of a large musical ensemble requires discipline. Students must be prepared to:

1. Respect others and their property.
2. Keep the band room and storage areas neat and tidy.
3. No horse-play or running in the band room.
4. Gum, pop, food, candy are not allowed in the band room.
5. Be in your seat with all materials and ready for rehearsal at the start of class. Do not play your instruments until directed to do so.
6. Instrument cases need to be stored in your assigned locker during rehearsals.
7. Combination locks should be locked during rehearsals.
8. Keep your music in a folder when not in use and stored with your instrument.
9. All instruments should be tagged with your first and last name.
10. Backpacks and other bags do not belong in the band setup area.
11. Come to class prepared and on time.
12. Follow all school policies in the Middle School Handbook.

HOW PARENTS CAN HELP

Parents—you can help your young band musician succeed through thoughtful support and encouragement. Please consider the following strategies:

1. Show an interest in the music study of your child.
2. Arrange a regular time and place for your child to practice. Providing a straight back chair and a music stand will help tremendously.
3. Find a quiet place where he/she can practice without interruption.
4. Help the student keep a daily record of practicing.
5. Reward students for daily practice.
6. Keep your child's instrument in good playing condition.
7. Be extra careful with school-owned instruments. Repair costs are high!

8. Encourage your child to be prepared and on time.
9. Provide private lessons.
10. Make faithful and punctual attendance at all band activities important.
11. Keep the handbook in a safe place and go over it with your child.
12. Help your child to remember to bring their instrument and music to school each day.
13. Attend parent/teacher conferences, concerts and contests.
14. Take your child to musical events in the area.

Please sign and return the parent and student commitment form on page 7.

Important Dates

Thursday, December 1 at 7:30pm – Cedar Springs Middle School Bands Winter Concert - Cedar Springs High School Auditorium

Thursday, January 26 –Middle School Solo and Ensemble Event @ the Middle School. Individual times assigned between 5 pm and 9 pm.

Thursday, March 2, 2016 at 7:30pm – Cedar Springs Middle School Bands Pre-Festival Concert - Cedar Springs High School Auditorium

Thursday, March 9 – time TBA – Middle School Band Festival hosted at Cedar Springs High School Auditorium

March, date TBD – MSBOA District 7 Honors Band and Orchestra – All Day Event with evening concert – Location TBA – OPTIONAL by band director nomination ONLY

Tuesday, May 9 at 7:30pm – Cedar Springs Middle School Bands Spring Concert – Cedar Springs High School Auditorium

Parent and Student Commitment Form

Please thoroughly read and discuss this handbook in its entirety before signing.

I, _____ (**Parent/Guardian name**), have read, understood and agree to comply with the information presented in this handbook. I have received a copy of the performance calendar for the year and understand that my child is expected to attend all required events. I understand that my child will be given monthly updates to bring home regarding performance details expectations and/or changes.

 Parent or Guardian Signature

 Date

 Parent/Guardian email addresses

I, _____ (**Student name**), have read, understood and agree to comply with all information stated in this handbook. I acknowledge all expectations, rules and consequences stated in this handbook and I agree to comply. I have received a performance calendar for the year and understand that I will be expected to attend all events listed. I will be responsible for taking home a monthly update regarding performance details expectations and/or changes.

 Student Signature

 Date

 Student email address

**Please sign and return this page to Mr. Borst or Mr. Miller
by Friday, September 9, 2016
Thank You!**