

WINTER BAND HANDBOOK 2016-2017



Expectations
Procedures
Calendar

Familiarize yourself with the components of this handbook
so there is no confusion about what is expected of you

Expectations of Band Students

Nowhere in Winter School is its motto "**Honor, Pride, Respect**" more prominent than in band class!

● HONOR

- Come prepared to **DO YOUR FAIR SHARE OF WORK**
 - Instrument, Music, Pencil, and most importantly... Positive **ATTITUDE!**
- Make the most of our time.
 - Time is very valuable and in short supply. We can't waste it!
- "The **needs of the many** outweigh the needs of the few, or the one." -Spock
 - Put the whole group's needs ahead of your own.
 - If it's something you don't like to do, but helps the group improve, **DO IT!**
 - **SELFLESSNESS** is one of the best traits you can have in life.
 - **SELFISH** people do not succeed in life, and do not keep many friends.
- Be Accountable
 - **DO NOT ASSUME** that someone else will cover for your mistakes!
- **PRACTICE, PRACTICE, PRACTICE!!!** It benefits **YOU** and **ALL OF US!**

● PRIDE

- Plan to accomplish something each day
 - There is nothing special about a person who **stays the same** every day!
- Set goals, and when you achieve them, **feel proud of yourself**
 - Short-term and long-term goals will keep you improving.
- Put on a performance you can be proud of.
 - Regardless of mistakes you make, if you feel proud of your accomplishments in the end, you've done a **great job!**
- Be optimistic, not pessimistic, and don't forget to smile! 😊

● RESPECT

- **Yourself and others**-Everyone is an important, valuable member of the band.
- **Teacher-STOP TALKING** when the teacher is talking! **STOP PLAYING** when the teacher cuts you off! Remember the **PODIUM RULE!**
- No swearing or disrespectful language, and **ABSOLUTELY NO GUM!**
- Treat **EVERYTHING** in the band room with care. This includes the room and:
 - Instruments, equipment, mallets, chairs, stands, computers, and uniforms
 - **Put EVERYTHING away** in the correct place when you are done using it; **DON'T** just leave them on the floor or on your stand!

Practice Responsibilities

PRACTICE MAKES PERMANENT!

A musician's success is dependent upon the amount and consistency with which he or she practices. Remember all of the investments that have been made. Parents have invested money to purchase instruments and books, students have invested time in years of band, and the school has invested money in teachers and equipment. The following suggestions are made for the development of good practice habits.

- 1) Have a definite place to practice. Make sure you can concentrate and that you have a chair and a place for your music to rest that supports the practice of good posture.
- 2) Have a definite time to practice. Establishing a routine is an important factor in the formation of any good habit.
- 3) Always practice with a goal in mind. Each practice session should include these items in this order:
 - Warm-up (something that doesn't take much thought)
 - Assigned exercises (concert music or playing test exercises)
 - Recreational playing (pep band music, for example)
- 4) The length of each practice session depends upon your endurance and ability to concentrate. It is every student's responsibility to the group to become the best musician he or she can be.

Please make a commitment to regular practice by working out a home practice routine. Consider the following:

- A) Commitment to other school and community activities
- B) Transporting your instrument to and from school
- C) Your own family schedule

Keep in mind that it only takes a minimum of 3 days of negligence for something previously learned to be completely forgotten. This means if you learn how to play something in band, and don't practice it for 3 days, you have to relearn it!
This is a waste of your time, the class's time, and the teacher's time.

Concert Dress

As a general rule, it is a good idea for all band students to own a pair of black pants and black shoes, not just because are they required for some performances, but also because they come in handy in lots of other situations outside of school.

GIRLS

Dresses and/or skirts may not come above fingertips when stretch your arms down.

Anything above the fingertips is not acceptable.

Dress pants are fine but no blue jeans, cutoff shorts or casual clothes.

BOYS

Dress pants or dress shorts only, shirts should be button down or have a collar.

Shirts may not have graphic designs or large lettering on them.

T-shirts, jerseys, sports wear, athletic shoes, etc. are not acceptable.

WARNING: Any student whose concert dress does not meet the above requirements will be instructed to wear their marching pants and red band polo!

High School Band Polos

On certain occasions, such as community performances or summer parades, the High School Band will be instructed to wear their red and black polo shirts. On these occasions, all members of the band are expected to wear them.

These shirts are to be worn with black pants and black shoes.

Marching Dress

Marching pants with marching jacket and sash. Shorts underneath pants and shirts underneath jackets are encouraged but not required.

Black socks and shoes are required.

If there is any reason these requirements cannot be met, please contact the director and other arrangements will be made.

Fundraising By-Laws

- All of the funds accumulated through the fundraising efforts of members of the Band Department are contributions to the Band Department and not the individual student.
- All money raised will be deposited into the band fundraising account.
- Money that has been placed in an individual student's name is to be used for major performance tours of the band, summer band camps, and music workshops (Honors band, horn festival, etc.) This money is to be used for band activities that advance the musical education of the students.
- **MAJOR PERFORMANCE TOURS, SUMMER BAND CAMPS, WORKSHOPS:**
- Students are eligible to take 100% of the total cost out of their name to pay for the cost of their participation.
- The band director must approve all deposits and withdrawals.
- Individual accounts will only be maintained as long as you continue your participation in the Winter School Band Program. If you have a scheduling conflict (study hall is not a scheduling conflict) in a given semester/year and are unable to enroll in the instrumental music program you will be able to maintain your account by scheduling regular lessons with the instructor for that semester/year. You are expected to enroll in the band program the following semester/year.
- When you graduate, any money in your account can be transferred to a younger brother or sister (immediate family only) who is currently enrolled in the band program. If you do not have a younger sibling enrolled in the instrumental music program, the money will be transferred into the general fundraising account.

Grading Policy

The following guidelines will apply to grades 5 - 12
I do not GIVE students a grade. Students EARN them from me!

The following chart lists some of the key components that go into the grading process: Daily participation, goal-setting in lessons, and readiness for performances.

Grade A (100-90)

Students who do an exceptional job participating in band earn an A.

This includes respectful attention to the teacher, consistent progress in learning music and overcoming challenges, and desire to contribute to a performance they will be proud of! All required lessons are attended and well-prepared for. This includes setting and following short-term and long-term goals as benchmarks for personal musical progress!

Grade B (80-89)

Students who do a good job in band earn a B.

Respect to the teacher and fellow band members has a few lapses. While progress is being made to learn concert music, it is slow and shaky. At least they can still be proud! Lessons are attended but not well-prepared for. Assignments are not practiced and progress is not made. Goals are not set at each lesson, so progress cannot be measured!

Grade C (70-79)

Students who only meet the minimum expectations earn a C.

Students need frequent reminders that they need to bring their focus to band. Progress made learning concert music is slow. They are not working in a way they can be proud of! A few missing lessons brings their grade down. Showing up late, not coming prepared, and making the same mistakes are being repeated at each lesson, showing very little progress!

Grade D (60-69)

Students who neglect a few of their band responsibilities earn a D.

These students are the common cause of frequent disruptions in band, causing the group to make slower progress as a result. Rather than pride, they show disregard! Most lessons are missing. No progress is measurable between each attended lesson!

Grade F (below 60)

Students who neglect most of their band responsibilities earn an F.

These students are disrespectful to the teacher and fellow students! Required lessons and performances are missed and disregarded. No pride or respect!

5th Grade Band

Class Meeting Time:

MON, WED, FRI 2:45-3:20

The goal of 5th grade band is for students to learn a musical instrument of his/her choice and have the opportunity to perform in ensemble and solo settings. Students will perform in two required concerts scheduled throughout the year. There will also be a focus on general music throughout the year.

Students will be graded on the following:

- 1) Daily Participation
- 2) Lessons
- 3) Performances
- 4) Quizzes, Playing Tests and Daily Assessments

Daily Participation: 25%

Students are expected to participate actively in each band rehearsal. This involves bringing instruments, music, **pencil**, notebook, and supplies to each class, playing and trying their hardest during rehearsals, and paying respectful attention to the director. They will receive weekly participation points that will reflect their participation grade at the end of each quarter.

Lessons: 25%

All band students are required to have weekly lessons with the band director. Lessons will be scheduled during recess.

The purpose of lessons is not only to teach students how to play instruments, but also to get students in the habit of setting and achieving small and large goals in their playing. This is an important habit all through band and life in general!

If a 5th grade band student misses more than 2 consecutive lessons, he or she may be dismissed from the 5th grade band program.

Performances: 25%

The band will perform in two evening concerts (Christmas and Spring) throughout the year. Unexcused concert absences will result in a score of a zero and can not be made up. Excused absences will be left to the discretion of the band director. Students may make up excused concert absences with additional work to be decided by the instructor.

Quizzes, Playing Tests and Weekly Practice Records: 25%

Throughout each quarter, students will be given quizzes, both written and playing. For the most part, these quizzes and playing tests will serve as a self-evaluation and reminder to continue practicing. **On the days in which students will be turning in practice records, the students will be given a playing test.** This will consist of music that we have worked on during the last two weeks. Students will not be allowed to retake these quizzes and tests. Because of this, it is important that students keep up on their practicing to ensure success.

Students will be required to fill out a bi-weekly Practice Log. The goal is to practice at least 60 minutes each weekend. The student and parent are required to sign the practice log before it is handed in to the director. **Late practice records ARE accepted until the end of each quarter.**

Middle School Band

Class Meeting Time:

M + W + F (1st, 3rd, and 5th Fri of Month) 1:16-1:59

The goal of Concert Band is once again to provide students with an opportunity to perform in a large ensemble setting. Students will continue to learn their instrument of choice and begin to implement self-expression, artistic qualities, and emotion into his/her performance.

Students will be graded on the following:

- 1) Projects, Quizzes and Playing Tests
- 2) Participation
- 3) Lesson
- 4) Performances

Projects, Quizzes, Playing Tests and Daily Assessments: 10%

Throughout each quarter, students will be given projects, as well as quizzes, both written and playing. For the most part, these assignments, quizzes and playing tests will serve as a self-evaluation and reminder to continue practicing.

At the end of each quarter, the students will be given a playing test. This will be introduced at the beginning of each quarter, and can be completed whenever it is convenient for the student; during lessons, or before or after school.

Students have until the end of the quarter to finish these quizzes and tests, after which they cannot be made up. Because of this, it is important that students keep up on their practicing to ensure success, and keep track of how many weeks there are until the deadline.

Solo and Ensemble Project: During the third quarter of school, students in band will be required to learn and work on a solo or an ensemble piece. They may choose to perform their piece at District Solo and Ensemble, or at a concert in front of their peers, date and location to be decided by the director. The student's participation in this project will determine the percent for the "projects and quizzes" portion of their grade.

Daily Participation: 25%

Students are expected to participate actively in each band rehearsal. This involves bringing instruments, music, pencil, and supplies to each class, playing and trying their hardest during rehearsals, and paying respectful attention to the director. They will receive weekly participation points that will reflect their participation grade at the end of each quarter.

Participation grades tend to suffer if a student continues to make the same mistakes in a rehearsal from day to day. If we waste time because you don't learn your part, we all suffer.

Lessons: 25%

All band students are required to attend 4 lessons per quarter with the band director. **Lessons will be scheduled by the director at the beginning of the school year.** It is the student's responsibility to remember the days their lessons have been scheduled (**one every two weeks**). The lessons schedule will be posted on the band room white board to serve as a reminder. **The student must come to the band room the morning of their lesson to obtain a pass.** All middle school teachers reserve the right to deny a student permission to attend a lesson if they feel the student has been missing their class too often or is falling behind in class. If this is the case, makeup lesson times are available throughout the day and after school. **The student has a maximum of 1 week to make up their missed lesson,** after which it is scored as a zero in the grade book.

During lessons, students will be evaluated by the teacher on their ability to set and achieve personal goals, both short-term (from one lesson to the next) and long-term (to the end of the quarter). **The focus of lessons will NOT be on learning concert music, but on developing the skills needed to make that personally possible.**

Performances: 40%

The band will perform in two concerts throughout the year as well as at Large Group Festival. Unexcused performance absences will substantially drop a student's grade and cannot be made up. Students may make up excused absence performances with additional work to be decided by the instructor. Middle School band students can also participate in High School Pep Band for additional extra credit, determined by the band teacher.

High School Band

Class Meeting Times:

M T W T H F 2:02-2:45

The goal of the High School Band is to provide students with an opportunity to perform in a large ensemble setting. Students will continue to improve expression and technical aspects on their instruments and have an opportunity to perform solo and small ensembles. The skills band students learn will transfer into all other curricular activities.

Students will be graded on the following:

- 1) Projects, Quizzes and Playing Tests
- 2) Participation
- 3) Lesson
- 4) Performances

Projects, Quizzes, Playing Tests and Daily Assessments: 10%

Throughout each quarter, students will be given projects, as well as quizzes, both written and playing. For the most part, these assignments, quizzes and playing tests will serve as a self-evaluation and reminder to continue practicing.

Students have until the end of the quarter to finish these quizzes and tests, after which they cannot be made up. Because of this, it is important that students keep up on their practicing to ensure success, and keep track of how many weeks there are until the deadline.

Solo and Ensemble Project: During the third quarter of school, students in band will be required to learn and work on a solo or an ensemble piece. They may choose to perform their piece at District Solo and Ensemble, or at a concert in front of their peers, date and location to be decided by the director. The student's participation in this project will determine the percent for the "projects and quizzes" portion of their grade.

Daily Participation: 25%

Students are expected to participate actively in each band rehearsal. This involves bringing instruments, music, pencil, and supplies to each class, playing and trying their hardest during rehearsals, and paying attention to the director. They will receive weekly participation points that will reflect their participation grade at the end of each quarter.

Participation grades tend to suffer if a student continues to make the same mistakes in a rehearsal from day to day. If we waste time because you don't learn your part, we all suffer.

Lessons: 25%

All band students are required to attend 4 lessons per quarter with the band director. **Lessons will be scheduled by the director at the beginning of the school year.** It is the student's responsibility to remember the days their lessons have been scheduled (**one every two weeks**). The lessons schedule will be posted on the band room white board to serve as a reminder. **The student must come to the band room the morning of their lesson to obtain a pass.** All high school teachers reserve the right to deny a student permission to attend a lesson if they feel the student has been missing their class too often or is falling behind in class. If this is the case, makeup lesson times are available throughout the day and after school. **The student has a maximum of 1 week to make up their missed lesson,** after which it is scored as a zero in the grade book.

During lessons, students will be evaluated by the teacher on their ability to set and achieve personal goals, both short-term (from one lesson to the next) and long-term (to the end of the quarter). **The focus of lessons will NOT be on learning concert music, but on developing the skills needed to make that personally possible.**

Performances: 40%

- Performances are scheduled throughout the school year and during the summer. With any elective musical ensemble, concerts and parades are **required**.
- The HS Band will participate in two concerts (Christmas and Spring) throughout the year along with Large Group Festival in the April.
- They will also be performing for Veteran's Day, Memorial Day, July Jubilee, Harvest Festival, the Stone Lake Cranberry Festival and High School Graduation.
- Band students are also required to attend all Pep Band events specified on the Music Department Calendar.
- Students who play **Varsity Sports** on a Pep Band night are excused from playing.
- Unexcused performance absences will substantially drop a student's grade and cannot be made up. If additional performances are missed the percentage will increase. Students may make up excused performance absences with additional work to be decided by the instructor.

Missing a performance because of a student's job is NOT excused, because they are given plenty of time to take off.

Our HS Band often acts in the capacity of an ambassador from our school and our best foot needs to be put forward at every event we attend. When schedule conflicts arise, it is in the best interest of the student and the band to communicate with employers, the band director, and parents about upcoming events. Employers find communication skills very important in their employees and understand that their workers have outside commitments and are willing to give them time off for scheduled performances.

Chair Placements

Chair placement auditions will take place the first two weeks of school. On the first day of school, you will be given a piece of music to practice and perform for the band teacher. The teacher will then assign chair placements according to your performance. Chair placements are not final. **At any time in the year, you can choose to challenge a player who is seated above you.** You must state your intent to do so, at least two classes before the challenge will take place. On the day of the challenge, both students will play a selection, determined by the band teacher, and the class will decide who was better. The performance will be hidden, and students will not know who is playing each time.

Lettering in Band

Any band student in grades 9-12 is eligible to letter in band. The points for lettering begin fresh every summer. For example, to letter in band for the 15-16 school year, the points begin accumulating the summer of 15. In order to letter in band, and afterwards earn a bar in band, students need to become active musicians. If all the requirements are met and enough points are earned, at the end of the year the student will receive either a letter (if it is their first year meeting requirements), or a bar (one bar for each year meeting lettering requirements). At the end of their HS career, a band student may have earned one letter and three bars.

Requirements for lettering:

- Must have accumulated **250** points
- Must have maintained a B throughout the year
- No unexcused absences from required performance during the entire year
- Must not have any outstanding debts in band department

| EVENT | POINTS AWARDED |
|----------------------------|---|
| Concert | 20 points each |
| Parade | 20 points each |
| Summer Marching Rehearsal | 5 points each, 10 points if attended ALL summer marching opportunities |
| Large Group Festival | 20 points |
| Pep Band | 5 points each |
| Veteran's Day | 10 points |
| Memorial Day | 10 points |
| Graduation | 10 points |
| District Solo and Ensemble | 10 points per ensemble, 20 points per solo |
| State Solo and Ensemble | 10 points per ensemble, 20 points per solo |
| Conference Honors Band | 15 points |
| Fundraising Event | 10 points per event |
| Lessons | 5 points per lesson |
| Lessons | 20 points if you attended all 16 required lessons during the school year |
| Summer Lessons | 20 points if you attended at least 4 summer lessons with Mr. Pachan last summer. |
| Volunteering | 5 points per hour of volunteer work you do in the band room or for the band teacher |

- Other points may be awarded for events not listed. This is up to the discretion of the band director. Students will be notified when new events are added.
- Student athletes are not awarded points for pep band performances they miss, but neither are they discredited for an unexcused absence from a required performance.

Required Equipment for Band Students

This is a list of minimum required equipment that all students in band should have. You will be asked to show that you have the following items. These can be purchased at any music store or through the school music program at a discounted price. See the director for your equipment needs. This equipment is **BASIC** if you do not have it you will not be very successful in band this year. You may, of course, wish to have additional items suggested below the requirements. I hope all of you will eventually get the additional items to help you play better.

In addition to your instrument and all band music:

ALL: Two sharpened pencils (keep them in your case or band folder, so you don't forget)

Brass players: One bottle of valve or slide oil & tuning slide grease

Woodwind players: Two good reeds (**always**) & reed holder

Percussion: One good pair of matched sticks; preferably 2B wood tips