

**Deer Creek Intermediate School
6th Grade Beginning Band**

Deer Creek Intermediate School Band Handbook
Guide to Band at Deer Creek I.S. for Students AND Parents



2014 - 2015

Deer Creek Intermediate School
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Note: this document is not inclusive of all policies, procedures, and practices of the DCIS Band program. This is a supplement to the course syllabus, DCIS Student Handbook, and meant to aid parents and students for a smooth and successful year as a member of the Deer Creek Antler Pride Band.

INTRODUCTION

Greetings Deer Creek Band Students & Parents!

My name is Mr. Cassaday and I am extremely excited to be a part of your new adventure in the Deer Creek Antler Pride Band! Mr. Crowe, Mrs. Lockwood, and I have some very exciting activities planned for the 2014-2015 school year and we cannot wait to get started helping you learn to play your new instruments!

Before we can get going, there is some very important information regarding the Deer Creek Band you need to know. By thoroughly reading this handbook, you will have many of your questions answered and be made aware of some important dates, procedures, etc.

Once you have completed reading the handbook, return the completed "Handbook Agreement Contract" found at the end of this guide and keep the rest for your reference throughout the year. For any question not addressed in the handbook, please contact your Band Director. The "Handbook Agreement Contract" requires both student and parent signatures, acknowledging your understanding and compliance with the policies found within.

Band offers one of the most challenging and rewarding experiences offered in today's public schools. Our Deer Creek Band will only be as successful as the weakest member of the band. As a member of the band, students will learn the benefits of goal-setting, self-discipline, leadership, group dynamics, and so much more!

A brief note regarding band, athletics, and other extra-curricular activities:

Students involved in multiple co- or extra- curricular activities will be able to continue performing in band. Ex: band and sports, student council, speech and debate, drama, or any other activity - even band and football. The Band Directors are committed to helping you find a way to fit band in the busiest of schedules.

On behalf of all the directors, welcome to the Deer Creek Band Family! We look forward to getting to know each one of you and your families over the upcoming year!

Sincerely,
Mr. Cassaday

COURSE DESCRIPTION

6th Grade Beginning Band is available to any 6th grade student enrolled at Deer Creek Intermediate School. It is expected that all students, once placed on an instrument, will continue their membership in band through high school graduation. The Beginning Band will perform a Winter and Spring Concert. Beginning Band Class is scheduled during the school day and arranged to avoid conflicts with other classes. Emphasis is placed on tone production, pulse control, fundamental technique, and basic music theory.

Membership in all band classes is at the discretion of the Band Director. Any student who does not meet passing requirements of playing proficiency, rehearsal attendance, performance attendance, class preparedness, and professionalism may be removed from the band program.

REQUIRED MATERIALS

- **BLACK** Binder (*must be black for use in concerts*)
- Pencil
- Beginning Band Method Book(s)
 - o Flute, Clarinet, Trumpet, Trombone = *Tradition of Excellence, Book 1* by Bruce Pearson
 - o Percussion = *Alfred's Drum Method Book 1*
- *5 Minute Theory* by Mark Wessels
- Instrument
- 5 working Reeds (Clarinets only)
- Sticks/Mallets (Percussion only)

REQUIRED AFTER SCHOOL ACTIVITIES

1. Approx. 3 after-school rehearsals to prepare for performances
2. Winter Concert (December)
3. Recruiting Concert (February or March)
4. Spring Concert (May)
5. Spring Festival/Trip (May)

GENERAL REQUIREMENTS

1. Maintain a positive attitude and strong work ethic
2. Daily home practice
3. Bring an instrument in good playing condition to all rehearsals and performances
4. Bring all supplies to class including a pencil and a binder containing all music;
5. Remain eligible for extra-curricular activities (i.e. Spring Trip);
6. Weekly Practice Journal turned in

We are aware that some families may experience financial difficulties and hardships. If the directors are informed of such problems, we will do everything possible to work with them. Financial hardship should not be a reason for a student to forfeit their participation in Band.

ATTENDANCE REQUIREMENTS

Students are expected to perform in all performances of the DCIS Beginning Band. Participation and service in the band outside of the classroom will be a determining factor of the student's final grade. Performing groups have responsibilities in and away from school, as well as during and after regular school hours. Student members of such groups must adhere to the Deer Creek Band procedures and policies. Students and parents should be aware of possible conflicts with other activities, both in and out of the school system and make the necessary arrangements to participate in Band performances. Any student who is absent from a scheduled required rehearsal or performance will have their semester grade lowered **one letter grade**, unless otherwise excused by the Band Director.

Excused absences from a required rehearsal or performance may include, but are not limited to, the following:

- family emergencies (ex. death in the family, E.R. visit, etc.)
- severe illness, provided the Band Director is notified prior to the rehearsal or performance and a doctor's note is provided as soon as possible after the event.
- Religious ceremonies (weddings, funeral, etc.)
- conflicts with other SCHOOL activities, which have been previously arranged with the Band Director.
- NOTE - lack of transportation is NOT an excused absence.

The success of our students is directly proportional to the overall attendance rate throughout the year. We cannot teach an empty chair, and unlike athletics, we do not have a "bench". **Please make every effort to schedule your medical, dental, or other appointments around band activities and class time.**

PARTICIPATION REQUIREMENTS

DAILY REHEARSAL PARTICIPATION:

Students are expected to have the following items at **every class meeting**:

- their instrument, in good working order;
 - bring a note from parent/guardian if instrument is in the repair shop;
 - even if a physical reason prevents a student from playing, they should bring their instrument so they can finger along and keep up with the class;
- all accessory equipment (Ex: reeds, sticks, mallets, mouthpieces, etc.); everything needed to play your instrument;
- method book(s), sheet music in black band binder, & pencil.

Have your *own* music and pencil at your seat **each day**

Be ready to play when the director begins class, do your best to do whatever is asked of you, and listen quietly when the director gives the cut-off.

PERFORMANCE PARTICIPATION:

All band students are expected to participate in school concerts, pep assemblies, and/or other school functions in which the band takes part throughout the school year. The appearance of the band in a public performance is the most important obligation of each student involved. Performance dates will be announced well in advance, when possible, so that individual plans can be made accordingly. Failure to participate in public performances will impair not only the performance capabilities of the band, but also the academic achievement of the student and his or her eligibility with the organization.

UNIFORM GUIDELINES

DCIS BAND TEE:

All students will need to purchase the DCIS Band Tee Shirt. Shirts are \$15. Check can be made payable to "Deer Creek Band Boosters". Students will wear these shirts at pep assemblies, trips, and other band-related events.

CONCERT ATTIRE:

Gentlemen are to wear "nice dress clothes"

- slacks (no denim)
- dress shirt, tucked
- dress shoes (no sandals/athletic shoes)
- coat/tie is optional

Ladies are to wear "nice dress clothes"

- no denim
- skirts/dresses must fall below the knee
- dress slacks are allowed
- dress shoes (no athletic shoes)

GRADING POLICY

	A = 90 - 100, B = 80 - 89, C = 70 - 79, D = 60 - 69, F = 0 - 59
Rehearsals.....	30%
Active Participation	
Rehearsal Etiquette	
Extra Required Rehearsals (outside of school day)	
Performances.....	40%
Daily Assignments.....	25%
Practice Journals	
Playing Assignments	
Objective Sheets	
Written Assignments	
Other	
Semester Exam.....	+5%
	100%
<i>NOTE: any unexcused absence from a performance may result in the lowering of one full letter grade for the given grading period.</i>	

Rehearsal Grade (30%): Students will receive a weekly rehearsal grade that reflects their level of active participation and rehearsal etiquette throughout the week. Rehearsal etiquette means how a student conducts himself in rehearsal. Each student will begin the week with 100%. The grade will be lowered 10% for each day the student lacks in participation, lacks preparation, or exhibits behavior disruptive to the learning environment. Students will also receive a rehearsal grade for any extra, required, rehearsal that is equivalent to a full week's worth of rehearsal grades.

Performance Grade (40%): Band is a performance-based class. Each individual student's contribution in every performance is vital to the success of the overall performance. Students rehearse daily in class in preparation for these performances, so performances serve as a cumulative representation of what the student has learned in class. Performances are the largest weighted portion of the student's final grade.

Excused Absences: for a list of excused absences, see the portion on Attendance Requirement. Students who miss a performance with an excused absence will be given the opportunity to make-up the grade with a written assignment.

Unexcused Absences: will result in a 0% and students will not receive an opportunity to make up the grade.

Daily Assignments (25%): Students will be given a variety of assignments each week. These assignments may include, but are not limited to: Weekly Practice Journals, Objective Sheets, Listening Assignments, In-Class Playing Opportunities, and other Written Assignments.

Practice Journals: will be graded on a weekly basis. The practice week will begin on Monday and conclude on Sunday. Practice Journals are due the first day of the school week. The Practice Journal is graded based on how thorough the practice sessions are documented and the amount of time spent on individual practice. The amount of time is less important than the documentation of the goal-oriented practice sessions.

Practice Journals are an important part of the student's course grade and success.

Objective Sheets: Objective Sheets will be given out at the beginning of each 9-Weeks. Each objective will have specific due dates, with the final objective due by the end of the 9-Weeks. Students may "pass-off" objectives early, if prepared to do so. Music must be performed with characteristic tone quality, correct notes, rhythms, articulations, dynamics, phrasing, tempo, and intonation up to the current class standard. A grade of 90% or higher is required for each objective to be considered "passed off." Students may take as many attempts as necessary to "pass off" an objective.

Playing Opportunities: students will be asked to perform alone, for a grade, several times throughout the year. Typically, this will happen on an average of once per week. Students will be assigned a selection of music prior to the scheduled date. Students will receive written feedback describing the strengths and weaknesses of their performance.

Chair Placements: Scores from playing opportunities may be used for chair placements. Chairs are used strictly as a motivational tool. A student's chair placement will not be reflected on their class grade.

Written Assignments: students will complete a variety of written assignments through the year. Much will be done in class, although some will be assigned as homework.

Semester Exam (5%): students will complete a performance-based and written final exam at the end of each semester. The two portions will be averaged for the semester exam grade.

Make-Up Work: When absent from class, it is the student's responsibility to check with the Band Director for missed assignments. The deadline for playing grades will be the same as everyone else. The deadline for written work will be equal to the number of days the student was absent.

Late Work: is not accepted, except for Practice Journals.

Retakes: Students will be given the opportunity to re-take written assignments one time, for a higher grade, if the scores are low.

PRACTICE EXPECTATIONS - QUALITY, NOT QUANTITY

The Deer Creek Band's success is totally dependent on each band student's improvement through individual practice. Students who practice effectively are successful! Every student in the Deer Creek Band is expected to practice daily. Regular band class is not considered individual practice time. Students wishing to excel will naturally practice beyond minimum expectations. It is only through consistent practice that students develop their musical abilities properly.

Each instrument is to go home after school for daily practice - not remain in the band room.

Each student is expected to turn in a completed Weekly Practice Journal. The Practice Journal is not intended to let the director know who is or is not practicing - we can tell that by hearing the student each day. **The purpose of the Practice Journal is to involve the student and their parents in the practice process and to provide accountability for the completion of the required work.**

Since much of this practice will occur at home, we ask that parents partner with the Band Directors in ensuring students are maintaining a steady practice schedule. Practice Journals are designed to promote quality practice and we ask that they are signed weekly by a parent in ink. The directors will grade each student's practice report weekly. Please promote integrity

in your child by only signing accurately completed Practice Journals. Do not sign a blank Practice Journal in advance or one without your child's name written on it.

The amount of practice time is less important than being able to perform their assigned goals. If a student is not achieving the grades or chairs that they desire, they should increase their practice time or discuss their progress with a director.

Directors understand that students occasionally lose interest in practicing. During these low points, it is both the Directors' and the Parents' responsibility to help motivate the student to continue practicing until their interest returns. Some parents are concerned that "forcing" their child to practice will negatively impact their student's attitude towards music. This is not true. The single most detrimental influence on a child's attitude towards music is their inability to perform successfully.

Remember, students who practice incorrectly are reinforcing bad habits; please help your child by positively reinforcing good playing habits that will lead them to success! For more ideas, contact your director.

WYNTON'S WAY TO PRACTICE

by Wynton Marsalis

1. Seek out a private teacher.
Private teachers help you work on your areas of improvement... not the whole bands.
2. Write out a schedule to organize your practice time and follow it every day.
Have a daily routine – a set time when you practice.
3. Set goals to chart your development.
Have set goals for every time you practice – small daily achievements will lead to greatly improved overall playing.
4. Concentrate when practicing.
Don't allow distractions to interfere with your practice time: TV, computer, texting, etc.
5. Relax and practice slowly.
Practice fast music slow and slow music with slow subdivisions... then work for speed
6. Practice hard parts longer.
Work the stuff that is difficult... doing what you can already do does not make you a better player.
7. Play with expression.
Make everything musical... even warm ups and exercises – otherwise what's the point?
8. Learn from your mistakes, but don't be too hard on yourself.
9. Don't show off.
10. Think for yourself. Use common sense.
11. Be optimistic.
Focus on what got better – not just on what isn't good enough yet.
12. Look for connections to other types of music or art and life.

BAND ROOM RULES & REGULATIONS

EXPECTATIONS:

It is the philosophy of the Deer Creek IS Band that students need to follow 3 simple guidelines:

1. *Respect yourself;*
2. *Respect others;*
3. *Respect the facility/equipment;*
- ... *at all times, in all places.*

Band members are expected to follow the Golden Rule: treat others like you would like to be treated.

All rules and policies stated in the “Deer Creek Intermediate School Student Handbook” & “Deer Creek School District Board of Education Policies” will be followed.

A few specific rules of the Band Room are:

1. Follow instructions the first time;
2. NO gum, candy, food, or drink;
3. Only band students are allowed in the Band Room; it is the band student’s responsibility to communicate this to their friends not in the band program;
4. Students are to play ONLY their instrument at any time; no one else’s;
5. Percussion instruments are off limits to non-percussionists;
6. The Band Room is YOUR Band Room; it is everyone’s responsibility to keep it neat and clean.

CONSEQUENCES:

In general, the Band Directors handle the majority of discipline issues – not principals. The type of discipline varies, depending on the severity of the offense. Principals will handle the most severe of disciplinary actions.

For most cases, the following course of discipline is followed:

1. *Verbal warning from a Director/Instructor; loss of daily Rehearsal Grade, possible written assignment*
2. *Student-teacher conference; same as above, plus possible detention or mark*
3. *Parent-teacher contact; same as above, plus student may be placed on probation (terms agreed to by student, parent, and Directors in Probation Contract); students may be removed from competitive ensembles.*
4. *Principal-student-teacher conference; same as above, plus student may be removed from the Deer Creek Band Program.*

Students who fail to come to band with their instrument/book will do the band writing assignment during class to be turned in after class and will have their Rehearsal Grade lowered. If there is a playing assignment during class, the student will receive a 0% and will not be able to make-up the assignment. If it is the student’s turn to play-off their playing assignment, they will need to come in after school to play them off.

The only exception will be those who had to put their instrument in the repair shop.

INSTRUMENT STORAGE AND CARE OF EQUIPMENT/MUSIC

1. All instruments are to be kept in the assigned lockers or storage area. Only band related items may be stored in Instrument Lockers.;
2. **DO NOT** leave instruments in the gym, on top of lockers, in the hall, on the floor, in classroom, in the cafeteria, or on the bus;
3. Your instrument and mouthpiece should be washed, oiled, and/or swabbed regularly. Your instrument must be kept in good working order. **If it is not playing correctly, let a Band Director look at it first.** We may be able to fix the problem without putting it in the shop. If not, take it to the shop immediately for repairs. Students should bring the “ticket of repair” provided by the shop to the Band Director once they have put it in the shop. Instruments should go to the shop during summer or winter breaks for a routine maintenance check;
4. **REEDS:** All double and single reed players are **REQUIRED** to have at least two reeds ready at all times. Reeds are less expensive when purchased by the box. VanDoren or Mitchell Laurie reeds are recommended for clarinet and saxophone. Do not use Rico (orange box) reeds on your instrument. An inexpensive reed case will help prolong the life of your reeds and provide a safe place to store them in between practices. **EXPECT REED CHECKS!;**
5. **MUSIC:** is to be taken home to practice each night. Identify all personal music books by writing your name neatly on the front cover and on the first page. Also, mark all sticks, mallets, and other accessories with your name.

SECONDARY (SWITCH-OVER) INSTRUMENTS

Students will be given the opportunity to tryout for a Secondary Instrument towards the end of the 6th grade year. Secondary instruments are those instruments necessary for full concert band instrumentation that is not offered in the Beginning Band classes.

Applications will be accepted for the following instruments:

Bass Clarinet	Oboe	Saxophone	Bassoon
French Horn	Euphonium	Tuba	

To be considered, the following criteria must be met:

1. a completed application turned into the director by the deadline
2. student must have at least a 90% in band
3. No failing grades in any other classes
4. No extreme disciplinary consequences - in band or otherwise
5. student must be enrolled for 7th Grade Band
6. The student and parents, if selected, they will be required to take private lessons on that instrument over the summer and through the end of their 7th grade year.

Once applications are turned in, the Band Directors will review all applications and select students based on the applications and the instrumentation needed for the band. The number of each instrument taken will vary based on the total number of students enrolled in the 7th Grade Band.

If a student is not selected for a secondary instrument, they will be expected to continue playing their primary instrument they played in 6th Grade.

MONETARY PROCEDURES

Money Box: Any money to be turned in for fundraisers, t-shirts, etc... must be put in an envelope with the student's name on it and then placed in the money box.

Fundraising: In order to help you and your child raise money for our Spring Trip, we ask that each family do their part when it comes to fundraising. We will participate in 3 fundraising activities through the school during the year. Each year, some families prefer to pay a certain amount in lieu of their student's participation in the fundraiser. We accept this graciously. Please note all dates for money due. After that due date, we cannot refund your money for our Spring Trip.

FUND RAISING POLICY

Each student in the band program will be issued a Band Money Account. This account will be funded from the District Band Activity Account. The Band Directors will serve as the stewards of these accounts. Students will be able to have money deposited into their account through profits from fundraiser events such as sales, service projects, or donations.

Students can use this money for the following:

1. To cover the cost of the out of state band contest.
2. To cover the cost of the student's parent or guardian's out of state band contest.

Money deposited into the student's account will stay with that student until the money is used or the student is no longer a member of the band program.

When a student leaves the band program, whether it is from graduation, quitting, being removed from the band, or transferring to another school, any money left behind will be absorbed in the Band Activity Account and will be used at the Band Director's discretion for whatever the band's needs are at that time.

Refunds can only be given to students who have directly deposited money, and only if the refund was requested in writing before the specified deadline for refunds. Any money deposited through fund raising cannot be refunded at any time.

BAND AWARDS

Students who earn Achievement Awards or an Outstanding Achievement will be presented at the Deer Creek Band Banquet in May. Awards for Beginning Band may include the following:

OUTSTANDING MUSICIANSHIP

ACHIEVEMENT AWARDS...

- based on number of objectives completed;
- based on furthest objectives completed;
- based on perfect rehearsal attendance (includes tardies);
- based on flawless record of Practice Journal completions;
- based on most positive attitude;
- ... and more!

BAND PARENTS

How can Band Parents help...

At Home...

1. Show an interest in the music study of your child.
2. Arrange a regular time for your child to practice.
3. Find a quiet place where he/she can practice without interruption.
4. Help him/her with his practice as much as possible.
5. Help the student keep a daily record of his/her practice.
6. Give him/her a safe place to keep his/her instrument.
7. Keep the instrument in good working condition and supplied with reeds, oil, etc.
8. Be very careful with school-owned instruments. The cost of repair is high.
9. Teach your child to be prepared and on time to each rehearsal and lesson.
10. Even though private study is not required, it is strongly recommended.
11. Make faithful attendance to all band activities.
12. Encourage your child to play for others when possible - home, church, school, in community.

At School...

1. Keep a record of the student's various musical activities.
2. Notify the teacher if the student is to be absent/tardy for lessons, rehearsals, etc. and give reason.
3. See that he/she takes his instrument and music to school EVERY DAY.
4. Teach him/her to be punctual.
5. See that your child keeps up with classroom studies and makes up work he/she misses.
6. Visit rehearsals and lessons occasionally.
7. Discuss with your music teachers anything that will help them understand your child.
8. Attend concert and other performances whenever possible.
9. Volunteer... as a chaperone on trips, pass out uniforms, be on calling committees, help during performances, help with fund raisers, provide transportation... whatever is needed! (... *even if your kids say they don't want you to!*)

Parent support of the program is always needed. ALL volunteer help is GREATLY appreciated! If you are interested in helping with a particular activity, call your student's Band Director at school. Thank you for your cooperation and support!

DEER CREEK INTERMEDIATE SCHOOL
BEGINNING BAND
STUDENT/PARENT HANDBOOK AGREEMENT CONTRACT

Both my child and I have read and understand the rules and regulations for membership of the DCIS Band Program. He/She has my permission to participate in this elective course, which requires attendance outside of the normal classroom day.

The student agrees, and I affirm, that he/she will abide by the provisions stated in this DCIS Handbook and Beginning Band Course Syllabus. The student and I understand that while participating in a school-sponsored event, school policy guidelines will be enforced. Students who behave inappropriately will face disciplinary action as outlined in the Student/Parent Handbook.

Should any question arise, I know to contact a Band Director for the correct answer.

Print Student's Name

Student Signature

Print Parent's Name

Parent Signature

Date: _____