



# CJHS Band Handbook

2018 - 2019

**Director**

**Ms. Maria Menendez**

## CJHS Band Handbook

This Handbook is intended to help you understand all of the responsibilities involved with being a part of the CJHS Band Program.

Parents:

- Please Read this handbook and Calendar in its entirety with your child and **return the appropriate forms and payments by Friday, August 24th**
- Please take note of the grading policy, behavior expectations, and instrument storage rules and expectations.
- Please note that there are several forms for you to sign. Each form may seem redundant but serves a very important purpose.
- Your child will receive a grade for turning in the appropriate forms on time, so please read and sign each page.

## **CJHS Performing Groups**

### **Seventh Grade Band (Classes meet as Brass / Perc and Woodwinds)**

- The seventh grade band will continue where they left off last continuing to work out of their books and also to further their skills in sight reading, scales, and range and flexibility. We will also begin working on examples from our book and in sheet music that take the students through new time signatures such as 6/8 and cut time.
- This is also the first year students will have the opportunity to audition for District Seven Honor Band. This is a separate activity where students learn an Etude, and Scales and will audition to be selected for a band that is made up of the top students from District Seven.
- The Seventh Grade Band will also attend Large Group Performance Evaluation (LGPE.) This is where the band will perform three selections off of a state selected list and perform them for a panel of judges for a rating. The group will also have to sight-read for the judges for a rating. LGPE is very important and we would ask that every student do their best to plan to make the rehearsals and performances associated with this exciting event.

### **Eighth Grade Band (Classes meet as Brass / Perc and Woodwinds)**

- The eighth grade band will continue where they left off last year in the book. They will continue to refine their skills in sight-reading, scales, and range and flexibility. This is where preparation begins for high school band. Students in eighth grade will work on more challenging sheet music in harder key signatures, with harder rhythms and time signatures, and will be expected to practice diligently at home.
- This is the second year students will have the opportunity to audition for District Seven Honor Band. This is a separate activity where students learn an Etude, and Scales and will audition to be selected for a band that is made up of the top students from District Seven.
- The Seventh Grade Band will also attend Large Group Performance Evaluation (LGPE.) This is where the band will perform three selections off of a state selected list and perform them for a panel of judges for a rating. The group will also have to sight-read for the judges for a rating. LGPE is very important and we would ask that every student do their best to plan to make the rehearsals and performances associated with this exciting event.

## Rules and Policies

### Behavior Expectations

All band students are expected to follow the school wide discipline plan. Because band is a disciplined activity and because of the large class sizes we ask that all students follow a strict behavior policy:

The students will be expected to:

- Be silent and respectful in class.
- Raise their hand to speak in class.
- Get setup quickly for all classroom related activities.
- Be prepared with instrument, music, and appropriate instrument related items, reeds, pencil etc...
- Sit up straight in their chair and participate positively every day.

A failure to do these items will result in a classroom warning and then a citation. Once a student has earned 2 or more citations a decision will be made on whether or not the student should participate in concerts and performances. 3 or more citations will result in a removal from band effective the next nine weeks.

### Attendance

One of the best virtues your child will learn is that of **responsibility** and **sacrifice**. Because your child is joining band **they are signing up to be a part of a team**. It is so important for them and their teammates to have them at every rehearsal both during and after school. Band is both a curricular and extracurricular activity. The success of the band program here at CJHS will depend upon how well all after school practices and activities are attended. Therefore **we require that every band member be at every practice**. Student absences affect the size of the sections and this affects the success of the band.

Please look over the schedule included in this handbook and on our website: [www.cjhstrojanband.com](http://www.cjhstrojanband.com) and do your best to schedule around the after school events that may pertain to your child's grade level; **this includes dentist, and doctors check-ups.**

All after school rehearsals must be attended, if a conflict with another after school sport or club is an issue the student will need to split time between the two activities. Because of our awesome staff and coaches this is well understood, please communicate to any coaches prior to the season starting about any band conflicts, and plan to do half and half. In the case where there is a band rehearsal on the day of a game or culminating event you should attend that game or event full time.

We are also aware of unforeseeable absences like illness (excused with a doctor's note), extreme illness, a death in the family, or a wedding in the immediate family.

Any questions or concerns should be communicated to the director.

**GRADE:** Students will receive 30 points for attending an after school rehearsal. Students will receive a 0 for missing the rehearsal. Students who have an excused absence from school will make up their time through an individual performance assignment assigned by the director.

### **Band Room Policies**

- No food, drink or gum is allowed in the band room.
- Please take extra good care if you are using a school owned instrument.
- Please take care of all school issued materials; a replacement cost will be issued to those who lose school owned items.
- **You may store your instrument in the instrument storage room during the school day, please take it home with you the majority of the week. CJHS will not be responsible for lost or stolen items out of the instrument storage area.**
- **All money** should be dropped into the **BAND BOX** in the band room. Located near the box are envelopes for you to write your **NAME, GRADE, and reason for the deposit. CHECKS CAN BE MADE OUT TO CJHS BAND.**

### **Band Uniform**

All band students at CJHS will wear the same uniform for performances. This uniform includes.

- **Black DRESS shoes, and socks.** No tennis shoe or skateboarding shoes please.
- **Black DRESS pants or long skirts.** No black jeans please.
- **Carrollton Junior High School Band Polo.**

It is very important that we look professional, clean, and modest for all performances. Please help to make sure your child's **shirt is tucked in** before arriving at any rehearsal or performance venue when in uniform. If you need help with purchasing any of these items please give us a call, or send us an email, we will do our best to help you.

## Grading

All band students will be graded on the following criteria:

### **Daily Class Participation (100 points given at each semester)**

- Being prepared for class.
- Actively participating in performing the current musical exercise.
- Behaving properly.

### **Tests and Written work. (100 Points per playing test. \*test grade\* Several during each semester)**

- Playing tests in class will be graded either in SmartMusic platform or in person by a professional with a rubric.
- Students will have a list of playing tests to pass off using SmartMusic that will be due at the end of each 9 weeks.

### **Symphonic Camp (100 points \*test grade\*)**

- Symphonic camp occurs on a Saturday February the 9th. This is a required event so please do not plan any event on the first part of the day. Instructional time ends at noon, students may leave at noon if they do not want to participate in fellowship time.

### **After School Rehearsal Attendance (30 points per rehearsal)**

- There will be at minimum one after school rehearsal prior to the Fall, Winter and Spring concert.
- There will be multiple rehearsals before L.G.P.E. in which the 30 points listed above will be divided by. There is no way to make up a missed rehearsal unless a student has an excused absence from school that day.
- If a student misses more than one after school rehearsal in preparation for L.G.P.E. they will be at risk for not performing at L.G.P.E. and not receive full credit.

### **Concerts (70 points per concert \*test grade\*)**

- Students are expected to arrive on time to all concerts, participate in full uniform, and stay for the duration of the concert. Students must stay for the entire duration of the concert in order to receive full credit.
- Students will receive 70 points for attending entire concert. Missed concerts must be made up by performing a playing assignment for Ms. Menendez before the 9 weeks end.
- If an 8th grader has an unexcused absence for a concert they will not attend our Carowinds trip in May.

**\*For each concert we will add the 30 point rehearsal grade to the 70 point concert grade to make up 100 total points.\***

## Instruments and Supplies

### Supplies Needed by Instrument

#### Brass

- Pencil, not pen.
- Band Notebook, Music/Book
- Valve Oil/Slide Grease
- Instrument in good working condition.

#### Woodwinds

- Pencil, not pen.
- Band Notebook, Music/Book
- Instrument in good working condition.
- 4 working reeds. (Vandooren Strength 3 for all instruments)

#### Percussionists

- Pencil, not pen.
- Band Folder, Music/Book
- Snare sticks, mallets, and mallet bag.

### Repairs

We will have a representative from Music and Arts as well as the Gadsden Music Company coming every week to service our student's instruments. If your child's instrument needs a minor repair they may fill out a repair form and leave it on the repair desk. If the repair cannot be fixed in the band room the instrument will need to be brought into the shop. Please do not wait until the week before the concert to report problems with instruments.

### School-Owned Instruments Rentals

Students wishing to use a school-owned instrument must complete a loan agreement form, signed by a parent and the band director. Instrument we provide are the following: Tuba, Baritone, Bass Clarinet, Tenor and Baritone Saxophone, and Large Concert Percussion Instruments.

## **Instrument Storage**

We have many shelves and storage areas in the band room for students to store their horns. The storage areas are designed for your child to leave their instrument during the day. Please be advised that no instrument should be left overnight. While the band room is locked every night and the school has an alarm CJHS cannot guarantee the safety of your child's instrument, and assumes no liability for lost or stolen property. You may want to buy a lock for your child's instrument case.

## **Instrument Storage Room Rules**

- All cases must have a name tag on them. (We will provide this.)
- Students are permitted to touch or move only their own instrument.
- **Cases only are permitted in the storage room.** All other materials must be taken with the student; this includes band binder and music/book. This is to reduce the amount of books stolen or accidentally taken by other band students.

## **Band Funding and Fees**

### **Fundraising**

Here at CJHS we are well supported by the school system. But it is impossible for a school system to cover all of the costs of a band program this big. Just like every other band program nationwide we depend on fundraising and we ask that every student participate in every fundraiser. We will have several throughout the year to help offset the cost of band related items, or to help offset the cost of things like band trip dues, band polo shirts, etc...More details about fundraisers will be released as they approach.



## **Band Fee**

There are many costs in running a band program. We try to cover as many expenses with school funding and fundraising; however, to offset remaining costs students are asked to pay a band fee at the beginning of each year.

The fee is: **\$40 per student**

This fee will cover the cost of your child's music, as well as the contents of your child's notebook. It also goes to pay extra instructor fees from the academy and to help offset the cost of supplies, repairs, and extra clinicians.

Fee also covers: Band book for students and SmartMusic yearly fee (\$8)

All Forms and Fees can be turned in during band class the first few weeks of school, by putting them in the money box. All checks can be made out to CJHS band.

ONLINE PAYMENT: [carrolltonjuniorhs.revtrak.net](http://carrolltonjuniorhs.revtrak.net) (type without www.)

- Click Band
- Click what you are paying for
- Click Checkout and pay with a credit or debit card.

If your family is unable to make the payment or would like to make the payment in installments please contact Ms. Menendez for payment options, or have your child bring in a note along with their forms.