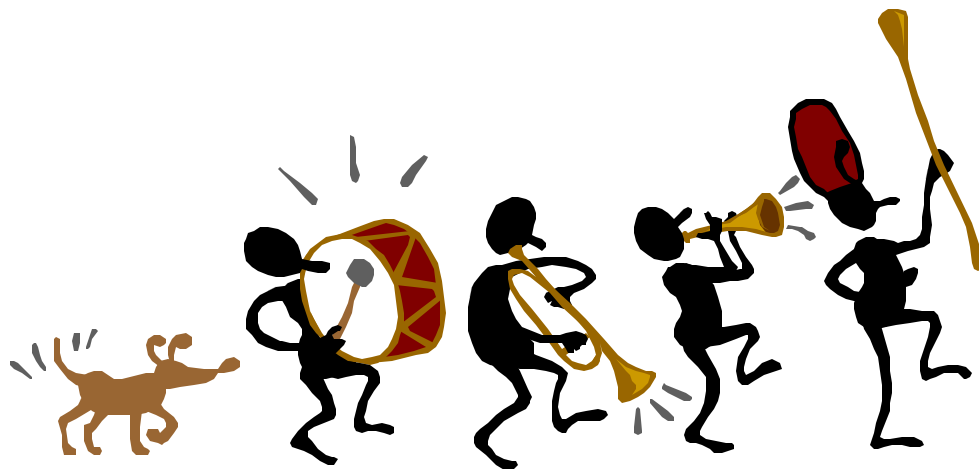


WARSAW MIDDLE SCHOOL BANDS

INSTRUMENTAL MUSIC HANDBOOK
2009-2010 Edition



"Building a Tradition of Excellence"

CONTENTS

WELCOME LETTER

MISSION STATEMENT OF WARSAW MIDDLE SCHOOL BANDS

CLASSROOM MANAGEMENT PLAN

GRADING

JAZZ BAND

PEP BAND

UNIFORMS

FUNDRAISER/BRACES IN BAND

CHEERLEADING, SPORTS, AND BAND

WARSAW BAND BOOSTER ORGANIZATION

INSTRUMENT REPAIR

INSTRUMENTS RECOMMENDED

PRIVATE LESSONS

HOW TO PRACTICE

PRACTICE JOURNALS

BAND MEMBER'S ROLE

COMMITMENT PAGE

PARENT VOLUNTEER FORM

PERFORMANCE DATES for 2009-10

Welcome to the Warsaw Middle School Instrumental Music Department



By joining band you are now a member of a special and unique organization. As a member of the band team, we all must work together to achieve many successes to **build and maintain a tradition of excellence.**

Parents. . .

The instructors in the Instrumental Music Department are committed to providing a quality musical experience for students in Warsaw. As in all learning experiences, it will take a year or two to know enough about instrumental music to **fully experience band.** Insuring student success requires cooperation from teachers, students, and parents.

Providing structure for practice time along with encouragement and praise for their efforts are some of the ways that parents can have a positive effect of the overall process. This handbook has been prepared to help you know what is expected of each student. Please become familiar with its contents and support your musician and the total music program.

Students and parents. . .

After you have read and discussed the information in this handbook, please sign the accompanying sheet and return to your instrumental music teacher. Please keep this handbook in a safe place so that you may refer to it if the need arises. If you have any questions regarding this handbook or your child's progress, please feel free to contact us at Edgewood M.S. (371-5096) or Lakeview M.S. (269-7211).

Sincerely,
Tammy Sprunger
Joseph Pelozza
Warsaw Middle School Band Director

MISSION STATEMENT

The primary mission of the band department is to actively participate in fulfilling the mission of the middle school. The band program also offers students a quality activity that will provide life-long enjoyment. Upon completion of the program, students will have a fundamental knowledge of the conceptual structure of music. Included are the following concepts: pitch, rhythm, dynamics, style, form, harmony, and historic elements of music. Further, through participation in band, students will develop social skills as well as an appreciation for the art of music.

WARSAW MIDDLE SCHOOL BANDS CLASSROOM MANAGEMENT PLAN

Mrs. Sprunger and Mr. Peloza

DAILY CLASSROOM EXPECTATIONS FOR STUDENTS:

1. Bring instrument, pencil, binder and all materials to class every day. In the case of lost sheet music, it is the student's responsibility to borrow another copy and use the library copier to replace his/her lost music or notify the director they are in need of another copy.
2. Be in your seat when the bell rings with instrument and materials organized according to the lesson plan.
3. Refrain from playing your instrument until class starts.
4. Bring only band-related materials to your seat. ALL instrument cases should be left on the shelves.
5. Respect classmates, teachers and school property. Keep in mind others' opinions and feelings. Examples of unacceptable behaviors include rude and offensive remarks/noises, talking back to the teacher, and mocking other students or the teacher.
6. Gum, candy, food, and drinks are not allowed.
7. Raise your hand to be recognized. It is impossible to learn or follow instructions while carrying on conversations with others.
8. All school rules apply in class, on trips, performances, etc.

CONSEQUENCES*:

1. First Offense – Student will receive a verbal reminder.
2. Second Offense – Student will receive another verbal reminder and stay after class for two minutes. No passes will be issued.
3. Third Offense – May include phone call to parents, teacher-issued detention, and/or office documentation. Also, a discipline reflection assignment will be turned in at the end of the detention or at the first class meeting following the detention.
4. Fourth Offense – Office referral.

*The teacher reserves the right to alter the consequence depending on the severity of the offense.

REWARDS FOR GOOD BEHAVIOR:

1. Daily positive feedback.
2. Special privileges.
3. Positive comments on grade reports.
4. Positive letters and phone calls to parents.
5. Awards / certificates / treats.

ATTENDANCE POLICY:

All bands are performance-based classes; the end goal of all rehearsals is the performances. Therefore, attendance is expected at all middle school band events. In the event an unavoidable conflict arises, the director may allow a student to complete an alternate assignment as makeup credit, provided the student makes prior arrangements with the director.

Absences due to personal illness or family emergency are excused without penalty if reported in a timely manner. Telephone contact or written note must be given to a director prior to or immediately following the absence.

VANDALISM:

Damage to any instrument, equipment, or other school materials will not be tolerated either as a result of negligence, abuse, or horseplay. Destructive behavior will result in an immediate removal from class and financial restitution.

SOLO & ENSEMBLE PARTICIPATION:

Solo & Ensemble contest participation is OPTIONAL for all band members. Fees for this contest are submitted to the state music association; therefore, these fees are non-refundable. (For example, in the event of illness or other unforeseen conflicts, appointments for performances have been reserved and paid.)

ISSMA ORGANIZATIONAL CONTEST PARTICIPATION:

In March, all bands will be participating in a music festival at Goshen Middle School sponsored by the Indiana State School Music Association. Students will perform three selections that will be evaluated by a panel of judges for written and taped comments. Details on dates, times, etc. will be handed out closer to our performance date. All students are expected to use the transportation provided to all music events. After the event, the student may ride home with parents if a signed note is provided to the band directors ahead of time.



GRADING

Grades are EARNED by each student based on the following criteria:

BAND PRACTICE JOURNALS: The practice journal is designed to teach your child discipline and responsibility. Turning in a journal once a week and receiving a grade takes the same discipline as going to work and receiving a pay check once a week. The practice journal also teaches time management. A student must take time during the week to do home practice. To receive full credit, this practice journal **MUST** be turned in and signed by a parent or guardian the last day of each week. Without a parent/guardian signature, students will not receive credit. In the event of personal illness or if an

instrument is in the shop for repair, practice journals should be submitted with a note of explanation to avoid penalty.

A+=90 minutes or more
A= 75 minutes
B=60 minutes
C=45 minutes
D=30 minutes
F=0 minutes or no practice journal turned in

*Private Lessons can count as double practice time (i.e. a ½ hour lesson equals 1 hour of home practice).

PLAYING TESTS: Individual playing tests will be given on assigned scales and music. Failure to bring your instrument, music, or materials for an announced playing test will result in an immediate grade penalty. Students are responsible to have their instrument in good playing condition BEFORE the test begins.

WRITTEN TESTS: Written tests and quizzes will be given occasionally on concepts and facts covered in class.

REHEARSALS AND PERFORMANCES: Points will be earned for successful participation in after-school rehearsals and performances.

CLASS PARTICIPATION/COOPERATION: Students may receive daily additional points through class participation, preparation, and excellent cooperation.

EXTRA CREDIT: Bonus points can be achieved by attending live music performances during the school year. A program from the event must be turned in with your name to receive credit.

JAZZ BAND

Jazz Band is open to any Advanced Band member. Invitations are given to select Beginning Band students by the band directors. Typically, we are looking for advanced players who take lessons, practice, and have a sincere interest in music. Any instrument can be used in the middle school Jazz Band. Other instruments needed will include drum set, keyboards, piano, etc.

Rehearsals will be determined at our first call-out meeting.

Jazz Band performs at the Jazz Café concert at the end of the school year along with the two high school Jazz Bands. Other performances include the Christmas concert, Spring concert, and Jazz Band Contest.

PEP BAND

The middle school Pep Band is open to any Advanced Band member. This is the band that will play at select football and basketball games (TBA). Pep Band is a chance for us

to show our school pride by playing upbeat, energetic music for the players and the audience members. Extra credit is offered to those who participate.

UNIFORMS

The band uniform is a symbol of pride for the Warsaw Middle School Bands. Uniforms will be worn for all performances. Our uniform consists of khaki pants, dark shoes/socks, and a black Band polo shirt.

FUNDRAISER

While financial support is provided by the school corporation, additional funds are often needed for our band program. We hope that you will help us by participating in the yearly Band Booster fundraiser. Profits are used to provide awards, equipment, music, etc.



BRACES AND BAND

If your student is getting braces or having them removed this year, anticipate 2-4 months of adjustment until normal playing abilities return. Before changes are made, please call the band office to inform the directors and discuss adjusted practice and playing test requirements. In terms of band, the absolute worst time of the year to get braces or have them removed is from January 1 to April 5. During these 3 months, students are relying on consistent playing abilities in preparation for the Solo & ensemble Contest and Concert Band Contest. Trust the advice from previous band students: **“Don’t mess with your braces during contest time!”**



CHEERLEADING, SPORTS AND BAND

Our entire school staff is very supportive of the Middle School Bands. At the beginning of the year all sponsors and coaches will receive a copy of our rehearsal and performance schedule. It is the student’s responsibility to let the sponsor/coach and band directors know if a conflict arises. The teachers involved will then work out a solution. In most cases, students split their time between the two activities without penalty.

WARSAW BAND BOOSTER ORGANIZATION

The Warsaw Band Boosters Organization is a dedicated group of parents that support all band activities in the high school and middle schools. Any interested person may become a working member of the band booster organization. The Band Boosters support the program financially and volunteer their time and talents for the betterment of the Warsaw Bands. We rely heavily on the Band Boosters; we firmly believe we could not have a successful band program without them. They meet the first Thursday of every month (with some exceptions) in the high school band room at 6:30 pm. New faces are welcome! If you want to help us, please come to a meeting or contact the director to learn how you can help the Band Program.

INSTRUMENT REPAIR

QUINLAN & FABISH MUSIC COMPANY

(formerly known as Blessing Music Company)

3678 Wells St., Fort Wayne

1-800-736-3954

If you are renting an instrument from Quinlan & Fabish:

1. Call Q&F (1-800-736-3954) and request a loaner instrument (call before Thursday).
2. Fill out a repair tag and attach to the case handle (repair tags are available in the band room).
3. Give your instrument to a director on Friday. (You will receive a loaner on Monday.) Make sure to keep your mouthpiece and all personal accessories that are in your case. (Mouthpieces are not provided with loaner instruments.)
4. Repaired instruments will be returned the following Friday. Remember to return the loaner instrument to a director.

If you own your own instrument:

Follow the same steps as described for Quinlan & Fabish rental instruments. The Q&F Music Company requires that a parent call to authorize repairs before work is done. Parents are then aware of the cost that will be incurred. Calls authorizing work should be made by Tuesday so the instruments can be returned in a timely manner.

If you are renting a school-owned instrument:

The Middle School Band Department maintains a limited inventory of large brass instruments and specialty woodwind instruments for student use. Please notify a director if a school-owned instrument needs repair so arrangements can be made. The assessed rental fee will not include the cost of repairs incurred due to negligence or mistreatment of the instrument.

NAME BRAND INSTRUMENTS ARE RECOMMENDED

If you plan on buying a new or used instrument, we would be happy to assist you in selecting a quality instrument. Please call us. The market is currently flooded with foreign made instruments that are sub-standard in workmanship and intonation. Most of these instruments cannot be repaired because parts are not available in this country.

Beware of what may appear to be a bargain!

A student will not be successful on an instrument that does not match the quality of other instruments being used in the class.

Some brand names that are acceptable: Yamaha, King, Conn, Selmer, Armstrong, Bach, Jupiter, and Holton. Please contact a band director for more assistance on finding a good brand-name instrument.

PRIVATE LESSONS

What are private lessons?

Private lessons are typically a one-on-one experience available to instrumental music students. Lessons usually are scheduled once a week for half an hour with an instructor who is a specialist on a particular instrument. The focus of private lessons is to provide additional assistance to a student who is learning how to play an instrument. Topics covered in private lessons often include areas that are not included in the full band experience due to lack of class time.

Should my child be taking private lessons?

Private lessons are a great idea for all band students. The private lesson instructor is able to tailor the lesson time to each individual student. The lessons can help students having difficulties with specific techniques. Lessons can also provide an additional challenge for the student who is progressing at a faster rate. In addition, a good private lesson teacher can often motivate a student who seems to have lost interest, and provide encouragement for advanced students.

How can I find a teacher?

The following is a list of recommended private teachers in the area. Contact the band directors for any other questions you may have regarding private lessons.

Flute	Dianne Ratliff	269-4728
	Dawn Engler	268-9484
Oboe	Sue DeVito	(260)244-7555
	Sue DeVito	(260)244-7555
Clarinet	Shannon Baad	contact thru GAFA (see below)
	Ben Essick	(574) 267-8214
Saxophone	Shannon Baad	contact thru GAFA (see below)
	Joseph Peloza	371-5096
Trumpet	Martin Becker	834-2112
	Nancy Bremer	(260)244-3769
French horn	Tammy Sprunger	371-5096
	Dr. Tim Sanborn	371-8437 (H) or 372-5100x6355
Low Brass	Scott Avey	(574)302-1505
Percussion	Joseph Peloza	371-5096
All Instruments		371-5096
Grace Academy of Fine Arts		(574)527-6489

This academy is an outlet for private instruction on ANY instrument. GAFA will be able to offer you instructors with varying experience from student, master, and professional.

HOW TO PRACTICE

Practice is homework for band. Since this is a new experience for most students, the following is a guide for organizing a successful and enjoyable practice session. Notice there is a plan for a 15-minute and 30-minute practice session.

Activity	15-minute session	30- minute session
Warm-up Play long tones Play simple patterns	2-3 min.	4-5 min.
Assignment Practice slowly Play entire assignment	6 min.	12.min.
Work On Problems Slowly work on Difficult notes/areas	4 min.	8 min.
Fun “Cool Down” Play a song you enjoy Play long tones	2-3 min.	5 min.



*Practice Journals are available in the band room, or you are welcome to copy your own from the next page.

PRACTICE JOURNAL

Grade
 Name: _____ Earned: _____ Parent Signature: _____

	Date	Practice Time
Friday		
Saturday		
Sunday		
Monday		
Tuesday		
Wednesday		
Thursday		
	Total for the week	

Grading Scale:

- A+= 1 ½ hours (90 min.) or more
- A= 1 hours 15 min. (75 min.)
- B= 1 hour (60 min.)
- C= 45 minutes
- D= ½ hour (30 min.)
- F= 0 minutes or no practice journal

No parent signature will result in an F.

Practice Journal Instructions:

- ✍️ Record number of minutes that you practice each day. Place grade earned at top of page.
- ✍️ Journals are due every Friday or the last day of the school week at the **beginning** of your band class. Late cards will be penalized. Be sure to pick up a new journal for the next week.
- ✍️ Private lessons count as double practice time. A 30-minute lesson counts as 60 minutes on the practice journal.
- ✍️ If your instrument is in the shop for repairs, please write in “repair” each day it is in the shop. In the case of sickness, please write in “ill” for that day.

THE BAND MEMBER'S ROLE DURING REHEARSALS

- ✍️ ~~W~~ork to your full potential in every rehearsal. (Try to improve some aspect of your playing every day.)
- ✍️ ~~P~~erform every musical fundamental with 100% of your skill in every rehearsal and performance.
- ✍️ ~~T~~alking must be kept at an absolute minimum (ask questions of the teacher rather than talking to others in your section).
- ✍️ ~~W~~hen the conductor stops to correct a problem with a particular section, be an active listener so that you will be mentally ready to join back into the rehearsal.
- ✍️ ~~S~~top instantly when the conductor stops and be ready for further instructions.
- ✍️ ~~W~~hile other sections are drilling, tuning, etc., analyze problems you may be having and finger through those passages.
- ✍️ ~~M~~ark accidentals and other problem spots with a pencil so you don't repeat an error. Circle spots that you will need to practice outside of class.



THE BAND MEMBER'S ROLE DURING CONCERTS

- ✍️ ~~W~~ear the uniform to all performances. (You will be notified if uniforms are not necessary.)
- ✍️ ~~B~~e in your band seat on time, with music, and ready to warm up.
- ✍️ ~~B~~e a good audience. Talking during your performance or while another group is performing is unacceptable.
- ✍️ ~~B~~e helpful following a performance by helping put away chairs, stands and other band equipment.

COMMITMENT PAGE

PLEASE COMPLETE AND RETURN TO THE BAND DIRECTORS BY
Friday, August 28, 2009

I/We have read the Warsaw Middle School Band handbook. We understand all of the rules and guidelines set forth in it and agree to follow them.

Student Signature _____

Parent/Guardian Signature _____

We would appreciate the following information so that we can keep in better communication with you:

Parent Name(s) _____

Home Phone Number _____

Parent e-mail address(es) _____

Dad's work phone # _____

Mom's work phone # _____

Parents—At times, the Warsaw Middle School Bands will need parent volunteer help. Things we need help with generally do not require a large time commitment, just a few hours, but without your help we would not be able to run a music program. *Any* time you would be able to volunteer would be greatly appreciated. If you could please complete the following information, it would be extremely helpful. **Volunteers are required to have a completed Request for Background Information and Behavioral Expectations form on file. These forms are required by Warsaw Community Schools to be completed for anyone volunteering with the students. There is a required fee for all volunteers who have a criminal history check done.**

Please check all that apply:

I am available during the school day...

most of the time

only if given special advance notice

I am available in the evenings.

I would be interested in helping get fundraiser items ready for student pick-up (afternoon/evening October).

I would be interested in chaperoning a field trip

Band tour to the elementary schools Dec. 2 (EW) or Dec. 3 (LV)

ISSMA Organizational Contest on March 19 or 20

Field Trip TBA

Call me for anything (if you have preferences, still indicate them above).

BAND PERFORMANCE DATES: 2009-2010

PUT BAND PERFORMANCE DATES ON YOUR CALENDAR NOW

EW Beginning Band Concert	October 5	7:00pm	Lakeview Auditorium
LV Beginning Band Concert	October 5	8:00pm	Lakeview Auditorium
EW & LV Advanced Band Rehearsal	November 2	3-4pm	WCHS Band Room
EW & LV Advanced Band Veterans' Day Assembly	November 11	10am	Lakeview Gymnasium
EW & LV Advanced Band Veterans' Day Concert	November 11	7:00pm	Lakeview Gymnasium
IBA All-Region Honor Band <i>(Selected Advanced Band students)</i>	November 21-22	TBA	
EW & LV Advanced Band Rehearsal	November 30	3-4pm	WCHS Band Room
EW & LV Beginning Band Rehearsal	December 1	3-4pm	WCHS Band Room
Elementary Band Tours	December 2		Edgewood 7 th & 8 th grade bands
Elementary Band Tours	December 3		Lakeview 7 th & 8 th grade bands
EW & LV Winter Concert <i>(All Middle School Bands)</i>	December 7	7:00pm	Lakeview Auditorium
ISSMA Solo & Ensemble Contest <i>(Optional for all bands)</i>	January 30	TBA	
Edgewood Beginning Band Rehearsal	March 1	3-4pm	Edgewood Band Room
Lakeview Beginning Band Rehearsal	March 2	3-4pm	Lakeview Band Room
Edgewood Advanced Band Rehearsal	March 4	3-4pm	Edgewood Band Room
Jazz Band Contest (Jazz Band ONLY)	March 5		TBA
Edgewood Beginning Band Rehearsal	March 8	3-4pm	Edgewood Band Room
Lakeview Beginning Band Rehearsal	March 10	3-4pm	Lakeview Band Room
Lakeview Advanced Band Rehearsal	March 11	3-4pm	Lakeview Band Room
Music In Our Schools Month Concert <i>(All Middle School Bands)</i>	March 15	7:00pm	Lakeview Gymnasium
ISSMA Band Contest <i>(All Middle School Bands)</i>	March 19 or 20	TBA	TBA
EW & LV Advanced Band Rehearsal	May 5	3-4pm	Edgewood Band Room
EW & LV Beginning Band Rehearsal	May 6	3-4pm	Edgewood Band Room
Spring Pops Concert <i>(All Middle School Bands)</i>	May 11	7:00pm	Lakeview Gymnasium
Jazz Café Concert (Jazz Band ONLY)	May 20	7:30pm	WCHS PAC Auditorium
Summer Band <i>(For all 8th graders)</i>	June 7-25	TBA	<i>(Provided there are no snow make-up days)</i>

