

Wayne Trace Junior High
Department of Music
Middle School Band
Handbook
2010-2011

Raiders

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Course Outline:

This course is designed to provide students with the opportunity to develop and refine technical skills, which will enable them to perform music at the Grade 1 – 2½ level of difficulty. Students continue to experience specially arranged repertoire from all historical periods, study the characteristics of each period, and learn the correct styles of performance. A variety of traditional musical forms and the social, historical, and intellectual elements that influenced the creation of the works being studied are examined. Basic skills of major and minor scales, expanding range, and the study and performance of triads are included. Written projects in the areas of music history, performance critiques, and musical composition, etc., may be used to reinforce other areas of the curriculum. Skills in the criticism of musical performance continue to be developed. Rhythmic dictation, singing, written reflections, and experiences at musical composition and/or arranging may be included at the director's decision.

Course Outcomes:

The student will be able to:

- Follow classroom rehearsal procedures
- Meet individual responsibilities for care of music, instruments and correct behaviors
- Follow concert performance procedures
- Meet performance obligations as indicated on the school's comprehensive Music Department calendar
- Demonstrate basic competencies of instrumental music performance in the areas of tone production, intonation, articulation and range.
- Perform music of various genres, styles, cultures, and different historical periods employing the correct style and performance practices for each

Attendance Policy:

- **Attendance is mandatory at all performance events**
 - If for some reason an absence is to take place for a performance, fill out an absence form located on the music department bulletin board. If the absence is known ahead of time fill out and return the form at least one week prior to the event. If the absence is sudden and unplanned call the music office immediately and fill out an absence form as soon as possible.
 - Extreme effort is made to work around schedules of students in multiple activities. Please be patient and work with Mr. Lucas to come up with a schedule that will work so all students can participate.
- **Excused Absence**
 - An excused absence is an absence for reason of death in the family, sickness with a doctor's note and extreme extenuating family events planned before receiving the Music Department Calendar. If you are sick enough to miss a performance then you are sick enough to go to the doctor.
 - Attach the doctor's note to the excused absence slip for sickness; attach a parent note to the absence form for absence due to death in the family or extenuating family events.
 - Make up work will be assigned to collect the points missed because of an excused absence.
- **Unexcused Absence**

- An unexcused absence is that which a form has not been submitted to the music office within one week before the absence and is not an excused absence by the reasons listed above.
- Make up work will not be assigned and no points will be given to make up that performance according to policies and procedures set forth in the Student Handbook and Wayne Trace Local School District.

Class Period Attendance:

Every class is worth 20pts per student. If a student is absent a day with an excused absence from the office then those 20pts are not added onto nor taken away from that student. No make up work is assigned. If a student is absent with an unexcused absence then those points are taken away from that student with no make up work as required by the student handbook and practices of Wayne Trace Schools. These points may also be taken away for lack of preparedness for class.

Grading Policy:

20pts per class period
 250pts per performance
 25pts per written assignment and playing test
 75pts per practice log

All grading is posted on ProgressBook no more than two days after collecting the assignment.

Discipline Plan:

If disciplinary actions need to be taken against a student this will be the order according to offences.

- 1) Verbal Warning/Stay after class to discuss behavior
- 2) Verbal Warning/Stay after class to discuss behavior
- 3) Call Home & Disciplinary referral turned into the office
- 4) Call Home & Disciplinary referral turned into the office
- 5) Call Home & Disciplinary referral turned into the office
- 6) Call Home & Disciplinary referral turned into the office
- 7) Call Home & Expelled from class.

What You Can Expect From Me (Mr. Lucas):

- Organization
- Communication
- Patience
- Timeliness
- Preparedness

What I (Mr. Lucas) Expect From You (Student):

- Timeliness
- Readiness to Learn
- Patience

- Preparedness
- Organization
- Your Attention
- Respect for others, others property and others time.
- No Gum!!!

Cell Phones:

According to new school policy all cell phones or other electronic devices will be placed off, face down on the floor under your chair for the duration of the class. If a student is found to be using their cell phone or electronic device during class time or found anywhere other than under the chair, then the device will be taken from the student and given to Mr. Wilson. The device is then released to a parent/guardian of the student after being held at school for three days.

No exceptions! iPods, MP3 players, cell phones are not to be out during the period. Even though band is the last period of the day does not mean you are allowed to have these out.

Music Department Staff:

At times other district Music Department staff may be in the classroom. You are to show the same respect to those teachers as you show Mr. Lucas. Mrs. Wenninger is the accompanist for the jr./sr. high school and will be in class almost every day. She is to be given the same respect as a teacher and can follow the same discipline plan under the authorization of Mr. Lucas.

Restroom Privileges:

If you think you will need to use the restroom during this class period you must bring your agenda book to Mr. Lucas before class starts to get it signed. Mr. Lucas will sign it for a specific time for you to use the restroom after the warm-up. No student will leave the class for the restroom without their agenda book signed. No agenda books will be signed after class has started. If there is a problem with this policy for your student due to medical conditions please see Mr. Lucas with a doctor's note to set up a new policy for this student. If a student misuses this policy he/she will have their restroom privileges revoked. Please find a time other than class time to use the restroom.

Concert Dress Code:

Men: White long sleeve dress shirt
Tie
Black dress pants
Black shoes and socks

Women: White blouse/top – no tank tops or mid-Drifts showing
Black skirt or dress pants.
Flesh colored hosiery
Black dress shoes. No sandals or open toed shoes.

Materials:

- Pencil w/eraser
- Notebook paper (at times you may be asked to bring some blank notebook paper.)
- Music
- Folder given to you at the beginning of the year

- Instrument

Music:

Sheet music is the property of Wayne Trace Local Schools and is to be taken care of better than a text book. **Music and copies cost the department money!** It is important to only write in the music with a pencil.

Most music given to students are copies because of educational purposes but originals or copy rights have been purchased.

If you need music replaced, fill out and return a music replacement form located on a Music Department bulletin board. Do not ask Mr. Lucas during class time if you need a new copy. If original copies were given out then **you will be assessed the price to replace your copy of music.**

Rehearsal Procedures:

Any quality ensemble is developed only through many hours of hard work in the rehearsal room. An atmosphere of order and discipline and a sense of purpose are of primary importance for rehearsal efficiency. Group discipline is engendered by student respect for the group, the director, and the job to be done. An attitude of serious musical interest is also necessary. A group which displays the above qualities is on the way to becoming a fine musical organization. It is no accident that a professional sounding ensemble also has a professional approach to rehearsals.

Adhering to the following routines will help us to function more efficiently in rehearsal. It is hoped that all members will assume their responsibilities in the following areas:

1. **Preparation** – Students are to find their folder, instrument and be in their assigned seat by the time class starts. If outside work for that class period was assigned then be sure it is completed and ready to be turned in or reviewed.
2. **Whiteboard** - Important announcements as well as the objectives and daily rehearsal schedule are posted on the whiteboard. Students should note these items as they enter the music room. Please have your music ready for rehearsal before it begins.
3. **Warm-Up** - This period is extremely important. Students will be instructed on the procedures and methods of warm-up with various exercises. This "ritual" is part of every rehearsal. The purposes of the warm-up period are to perfect details of:
 - A. Intonation
 - B. Tone Quality
 - C. Balance
 - D. Range

The warm-up time is especially important to prepare the voice to sing more difficult passages later that same class.

4. **The Rehearsal** - All playing should begin from silence. Any undercurrent of sound such as talking, moving about, etc. is an unnecessary distraction and results in confusion. It is impossible to be highly critical of our playing when there is noise present at rehearsal. Maintaining silence during the rehearsal

is a discipline which can be developed only with a great deal of effort. "Check" yourself especially during long rests or during long periods when the instruction may be working with another individual or section. These are times when background noise becomes a source of distraction.

5. **Attendance** - Rehearsal begins three to five minutes after the second bell. Each member should be seated and ready to work at this time. Those not ready at this time will be considered tardy. **Do not be late for class!** Attendance is taken by the director every day. Students who are temporarily unable to sing are to sit with the ensemble during the rehearsal. Much value can be derived from rehearsal even though you may not be able to participate actively. If a student is causing distractions during rehearsal, the student will be assigned another task at the discretion of the director. Any student who is temporarily unable to play for whatever reason must bring a note from home. The note should state the reason for not singing and the length of time for the excuse. All notes should be given to the director at the beginning of the period.

6. **Studying during rehearsal** – Studying for other classes is not permitted during a rehearsal. All books must be left in the lockers outside the rehearsal room! **Do not leave books on the floor or around the door. This is a fire hazard.**

School Instrument Rental:

The Music Department has a limited number of instruments for rent to students. These instruments are property of Wayne Trace Local Schools and should be treated with the best care as if it were your own. Damages to school instruments above normal usage will be charged to the student when the instrument is returned.

To rent a school instrument fill out an instrument rental contract, have a parent sign it and also fill out an instrument condition form. These records will be kept in the student file.

Transportation:

All students are required to ride the bus to all traveling events and performances unless extreme instances have been taken up and approved by Mr. Lucas.

If a student wishes to ride home with his/her parent from an event, fill out and return a Transportation Leave Request form located on the bulletin board in the music room. This form must be received one day prior to the traveling day of the event. **No transportation leave forms will be accepted the day of the event or at the event.**

Emergency Medical Forms:

For traveling with any school group an emergency medical form must be collected and copied for the director to have on the bus and on file anywhere the group goes. These forms are typically turned into the office at the start of each year. Be sure to have this form turned into school officials in a timely fashion to avoid not being able to participate in Music Department trips.

The Music Room:

I. Practice Rooms

Students may use the practice rooms before and after school for practicing and sectional rehearsals with permission from the director.

II. Main Rehearsal Room

Each person is assigned a seat according to his/her section and playing ability. Each member must be in that seat during the entire rehearsal.

The rehearsal room is to be kept neat and clean at all times. The music room is not your bedroom so do not treat it as such!

Music and instruments are stored in your assigned locker when not in use.

The percussion equipment stored in the main music room are NOT TO BE TOUCHED by those who do not play them.

Students desiring to use the main music room other than during the regular class time must secure permission in advance from the director.

III. Percussion Room, Uniform Room, Storage Room

These rooms are off limits unless otherwise noted by the director. Ask permission before assuming you may enter.

IV. Pianos

There are two pianos in the rehearsal room, one in the practice room and one in the main music room. Both pianos are to remain locked at all times unless directed to do so by the director. Any student wishing to use the practice room piano is more than welcome to do so with permission by the director. Misuse of the school pianos will cause that person to lose piano usage privileges.

V. Music Room Risers

The risers in the music room are brand new, purchased last summer and are very expensive. Do not misuse these in any way or you may be referred to the principal for disciplinary measures. **When getting on or off the risers step only onto the front of the riser. The back and sides of the risers have chair stops that can make them very easy to trip and fall.**

VI. Locker Room

Each student is assigned a locker at the beginning of the year. These lockers are to be used by you only for the purpose of instrument/music storage. Do not use anyone's locker that is not yours and do not take anything from anyone's locker without permission to do so by the student assigned that locker. **No locks are provided by the music department for student lockers.** If students would like to bring their own lock they are welcome to do so but an extra key or the combination to that lock must be on file with the music office. If you do not bring a lock for your music locker do not leave valuables in your locker. **Wayne Trace Local Schools and the Wayne Trace Music Department do not take responsibility for lost or stolen property kept in lockers.**

Sectionals:

Sectional will take place on a weekly basis for all instruments. Be sure to know where you are to be during each day of the week. Schedules of the week will be posted on the music department web site. Do not interrupt rehearsal time during class to ask what the sectional schedule for that week is. Look online for this information. If sectional/study hall time is not used productively then it will be revoked and all students will play every day.

Practice Logs:

Practice logs are assigned each week worth 75pts per log. Students are to turn these in every Monday at the beginning of class. It is the student's responsibility to get these in on time. To obtain all 75pts (a 100%) the student must practice 75 minutes that week and turn it in on time! No exceptions. This includes having it signed in the appropriate places by your parent. No forms will be accepted on notebook paper or on any other form other than the one given to you. A late practice log will be docked 20pts per day late!

"Maestro Card"

If you have turned in your practice log on time you will receive a punch in your 'Maestro Card.' A student obtaining a completely punched out side of their 'Maestro Card' will be able to get a prize from the prize jar at the end of class. Students will keep their Maestro Cards this year and in order to get a stamp they must produce them at the time of turning in their practice log on time.

Playing Tests:

At least once every two weeks we will have a playing test on a two to four measure section of music. These can be announced or unannounced tests. These are worth 25pts per test. Be prepared by practicing and paying attention in class.

Web Page:

Starting this fall the Music Department will have a blog style web site. This page will be used for the most up to date information about all music department happenings. Mr. Lucas will post announcements and all important information here on a weekly basis. The site is:

www.wtjrsrhsmusic.com

Concert Dates:

Junior High Holiday Concert	December 6, 7PM
DIII JH Large Group Adjudicated Event	May 20 or 21
Spring Bands Concert	May 19, 7PM

I have read the Middle School Band Handbook for the 2010-2011 School Year and agree to abide by it to be best of my abilities and knowledge. I will communicate with Mr. Lucas about any conflicts or questions I have at any point in the school year. I have also received the Music Department calendar for this school year and understand the attendance policy set forth in this handbook and by the policies of Wayne Trace Jr./Sr. School.

_____ Student

_____ Parent

_____ Date