

September 2016

Dear Cardinal Band Members,

Welcome back to school! I hope everyone had an enjoyable, fun-filled summer. I am excited to get back in action as your band director/teacher. I look forward to a GREAT year full of successes, improvement and pride in our program.

Success and pride in our program begins with each individual band member. Commitment to improve your playing skills leads to a higher level of performance for both yourself and the Cardinal band. Achieving or mastering a new scale, higher note, difficult rhythm passage, etc. may seem like just a small step in your playing skills. **Each small step** you make individually, however, leads to one **GIANT** step in the success of our band!

Improving your playing skills is a huge commitment. Home practice and giving 100% effort during rehearsals is imperative for your individual learning and progress. Setting goals during home practice and rehearsals leads to the small steps mentioned above. Everyone can achieve great success when small accomplishments in playing skills lead to confidence and pride!

I look forward to helping you achieve and succeed this year. Attached to this letter is the band handbook. Please sit down with your parents and review the requirements and grading procedures for band. **Write performance dates on your household calendar** as soon as possible to avoid conflicts through the year. If you or your parents have questions, please feel free to contact me. Stop in at any time, you are always welcome in the band room.

Musically yours,

Mrs. Kathy Nieman  
Band Office ext. 226  
niemank@jlas.org

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**(PLEASE SIGN AND RETURN BY SEPTEMBER 9)**

We have read over the band handbook. We understand the requirements and grading procedures for band members and have written the performance dates on our household calendar. We will make every effort to schedule around performance dates. We understand the importance of mandatory attendance at performance events. At this time we have no questions.

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PRINT Student Name \_\_\_\_\_ Student Signature \_\_\_\_\_ Date \_\_\_\_\_

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PRINT Parent/Guardian Name \_\_\_\_\_ Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Home Ph# \_\_\_\_\_ Student Cell# \_\_\_\_\_

Parent Cell# \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Parent email: \_\_\_\_\_ Student email: \_\_\_\_\_

# ***Johannesburg-Lewiston 7-8<sup>th</sup> gr. Band***

## ***2016-17 Performance Dates***

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| <b>Date</b>      | <b>Time</b>   | <b>Performance</b>              | <b>Location</b>      |
|------------------|---------------|---------------------------------|----------------------|
| Oct. 27          | During School | Halloween Concerts for K-8      | Joburg then Lewiston |
| Dec. 8           | 7:00 p.m.     | J-L All Bands CHRISTMAS Concert | JLHS                 |
| Feb 23, 24 or 25 | TBA           | MS District Band Festival       | Petoskey             |
| March 21         | 6:30 p.m.     | MS Solo and Ensemble Recital    | JLHS                 |
| May 17           | 7:00 p.m.     | J-L All Bands SPRING concert    | JLHS                 |

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### **FOREWORD**

Every fine band has high standards in performance and in behavior. Johannesburg-Lewiston Bands take pride in meeting these high standards. This handbook of rules, regulations and procedures is prepared to inform both band members and parents of the obligations which must be accepted by members of the Johannesburg-Lewiston Bands.

Read this handbook carefully. This handbook will help prepare you, as a band member, for the responsibilities that are yours as a member of this organization. When questions arise, consult the handbook. If you do not find the answer, consult with Mrs. Nieman.

The requirements outlined on the following pages are simple, sound and easy to abide by. Meeting these requirements means you are meeting an obligation to your school, your fellow musicians, your family and yourself.

### **I. OBJECTIVES**

- To provide a rewarding performance and learning experience for all students.
- To help the student mature as an individual in responsibility, work-ethic, self-respect and respect for others.
- To provide each band member with a workable knowledge of music, so he/she may enjoy, understand and participate in the aesthetic experience relayed through music making.

### **II. MAINTENANCE FOR THE BAND ROOM**

Students in the band program must take pride in their equipment and band room. A few guidelines will be strictly enforced concerning the band room:

1. No food, drinks or gum will be allowed in the band room.
2. Respect and treat with care all band room property including stands, chairs, walls, and lockers.
3. Practice rooms and walls are to be kept clean at all times for everyone to use as needed.
4. Band lockers will contain instruments, music and instrument accessories only. Use school hallway lockers for books, etc. and the trash cans for old papers, tissues, etc.
5. Music stands are to be used for music ONLY! Do not use as desks or to hold instruments.
6. ALWAYS place music in your assigned band locker. Do not leave music on stands or lying around the band room.
7. No one will be allowed to use the band room without the presence or permission of Mrs. Nieman.

8. The band room is your room. Keep it clean and care for it. Keep all of your equipment in its place.

### **III. MAINTENANCE OF EQUIPMENT**

All instruments used by band members, both personal and school owned, will be well maintained by the student using it. Mrs. Nieman will check instruments periodically and a grade will be given to the student based on the working condition of his/her instrument.

Only students who have filled out and signed an instrument contract may use a school instrument. They will be responsible for any UNNECESSARY DAMAGE done to the instrument. Repairs needed due to age of the horn will be covered by the school.

No student will play an instrument that does not belong to her/him. Only percussionists will be allowed to use the percussion equipment. Students are expected to provide their own accessories for their instrument. (Example: Oil, Reeds, Grease, Swabs, Snakes, etc.) You may purchase these items in the band office.

### **IV. REHEARSAL PROCEDURES**

The success of a band depends on how it rehearses. How a band rehearses depends on the conduct and cooperation of the students, and the knowledge and management of the director. Rehearsal time is very valuable and every moment must be used to its fullest advantage.

1. All band members must be in the band room when the tardy bell rings. Attendance will be taken two minutes after the tardy bell rings. Members must be in their seats with instruments, music, pencils and their or they will be marked tardy.
2. Check the board once you are seated to find the rehearsal order. Organize your music in this order before rehearsal starts. Percussionists will use the rehearsal order to set up all equipment needed BEFORE rehearsal begins.
3. Warm-up your instrument softly by playing long tones/lip slurs and scales. Percussionists will warm-up on rolls, rudiments and excerpts from music about to be rehearsed. All warm-ups will be no louder than a *mp* to *mf* dynamic level.
4. Rehearsal will begin when Mrs. Nieman steps on to the podium. The podium has a special purpose and one purpose only. It signals to the group that their full attention is requested. Never stand on the podium unless you have permission from Mrs. Nieman. Do not abuse our podium, walk around rather than walk over.
5. Rehearsal time is for rehearsing only. Students will not be allowed to do other work or reading during rehearsal. All cases, books and other paraphernalia will be kept in the instrument locker or in your school locker.
6. Gum, food, and/or beverages will not be allowed in ANY rehearsal.
7. Idle conversation or chatter is prohibited during rehearsal time. If you are not required to play at any point in a rehearsal, you should either be counting rests or fingering over difficult passages.
8. Rehearsal is over when Mrs. Nieman dismisses the band. Students are not to leave their chairs until they are dismissed. Ample time will be given to put away music and instruments so that students can make their next class.

### **V. PERFORMANCES**

One of the main functions of the band is to perform. A performance is defined as any time the band is scheduled to perform for a public audience. Since performances are the culmination of preparation, they are **REQUIRED** activities.

Students will be notified of performance dates the first week of school or at least one month prior to the performance. NO excuses will be accepted unless there is a trauma in the family or severe illness. In such cases, the parent(s) must notify Mrs. Nieman as soon as possible.

Parents must notify Mrs. Nieman when an absence is unavoidable. The student will be offered another performance option (ex. performing a solo/duet for an elementary class, etc.) to make up for 60% of lost performance points. If the performance option is not completed during the given marking period, the student will lose points in his/her Attendance/Participation grade as stated in Section VI.

### **VI. GRADING PROCEDURE**

Since the grading in band is highly subjective, the following system has been developed to be as fair as possible for everyone in band.

The band grade will be divided into four areas:

|                                 |            |
|---------------------------------|------------|
| <b>Attendance/Participation</b> | <b>40%</b> |
| <b>Assignments/Test/Quizzes</b> | <b>40%</b> |
| <b>Practice Records</b>         | <b>20%</b> |

#### **ATTENDANCE/PARTICIPATION (40%)**

The success of the Johannesburg-Lewiston Bands is dependent on every person being dedicated to a quest for excellence. Participation in extra rehearsals to prepare for concerts is imperative. Please understand also that attendance at performances is mandatory as stated in Section V. Students will receive 5 points each week for attendance/participation in rehearsals, and 30 points for each concert performance.

A scale is listed below denoting points that will be deducted from a student's grade when problems arise. It should be understood that this would be used when students have been given adequate notification of rehearsals/performances. Adequate notification shall be defined as two weeks for a rehearsal and the start of the school year or one month for a performance.

#### **Reason**

#### **Point Deduction**

#### **ASSIGNMENTS, TESTS AND QUIZZES (40%)**

Theory/Music History worksheets may be given weekly. Up to two SHORT written assignments (1-2 paragraphs) may be given each marking period. Assignments given will need to be completed by the student individually, and turned in for credit by the deadline date. Students will have at least two weeks to complete an assignment. If approved by Mrs. Nieman, the student may turn in a review of a concert he/she attended as an audience member.

Written quizzes and tests will be given over material discussed in rehearsal and over music vocabulary. "POP" written quizzes **WILL NOT** be given. Students will receive at least one-week notice before a written quiz, and the quiz material will be announced. Playing tests will be given over memorized scales and arpeggios. Playing quizzes on concert music can happen at any moment after music has been in folders for two weeks and generally **will not be announced.**

#### **PRACTICE RECORDS (20%)**

Each Monday a practice record will be handed in, with a parent/guardian signature, that will reflect the hours practiced at home the previous week. Late practice sheets will be accepted on Tuesdays, but no other day of the week. Mrs. Nieman will only grade back two weeks for practice records forgotten to be turned in on time. Practice records turned in more than two weeks late will not receive points.

In a normal 9 week marking period, students can earn a possible total of 90 points. Because some student's do have very busy days with homework and activities, a student's practice grade will base off a 75 point scale. This will allow the student to gauge his/her own time responsibly, be involved in activities other than band and still earn an "A" in this area. Any student caught cheating on a practice record will forfeit 50% of earned practice points for that marking period. **A PARENT/GUARDIAN SIGNATURE MUST BE PRESENT TO RECEIVE POINTS!**

#### **INSTRUMENT MAINTENANCE**

Students will automatically receive 10 points (assignment grade) each marking period for taking proper care of their instruments whether they are personal or school owned. Mrs. Nieman will teach and distribute "Care Of" sheets so students know how to care for their instruments. Students are responsible to purchase supplies needed to ensure proper instrument care (price list attached). When instrument problems occur due to lack of care, points will be subtracted from this area. Mrs. Nieman will have frequent instrument maintenance checks randomly throughout each marking period.

If an instrument is not working properly due to a loose screw, bent key/slide, etc. please get the instrument to Mrs. Nieman as soon as possible. Do not try to repair a horn at home. Mrs. Nieman will make small repairs for FREE. If the repair is too involved, the parents will make a decision on where to get it fixed.

### **INSTRUMENT SUPPLIES - INFORMATION**

Most instrument supplies may be purchased at school. Supplies are priced according to Marshall Music pricing and rounded up to nearest quarter value. Our Marshall rep comes to the HS every Monday afternoon to deliver extra supplies and/or pick-up repairs, etc. Mrs. Nieman will keep a small stock of **bold items** listed for students to purchase. Other items may be ordered for the following week's delivery. Students may pay in cash or bring a check for the amounts listed above made out to Marshall Music.

Feel free to purchase supplies at Music Haus or on-line at [www.wwbw.com](http://www.wwbw.com) or [www.interstatemusic.com](http://www.interstatemusic.com). **Please stick with brand of reeds listed.** Other reeds priced lots cheaper may also be of much lesser quality, thus leading to more purchasing!

## ***Marshall Music Instrument Supplies 2016-17 Price List***

**Bold typed items are required for proper care and maintenance.**

### **FLUTE**

Cleaning Rod \$5.00

### **CLARINET**

Mitchell Lurie Reeds \$2.75  
Reed Guard \$3.00 holds 2 reeds  
Cork Grease \$2.50  
Swab \$4.00

### **SAXOPHONE**

Rico Royale Alto Sax Reeds \$3.50  
Rico Royale Tenor Sax Reeds \$4.50  
Rico Royale Bari Sax Reeds \$5.50  
Reed Guard Alto \$3.00 holds/Tenor \$3.50  
Cork Grease \$2.50  
Swab \$6.00  
Neck Strap \$10.00 basic/\$20.00 cushioned

### **OBOE**

Leshner \$15.00 ea.  
Swab \$7.00  
Reed case \$5.00

### **BASSOON**

Leshner Reeds \$15.00 ea.  
Reed Case \$5.00

### **BRASS**

Al Cass Valve Oil (not trombone) \$5.50  
Trombone Slide Cream \$6.00  
Cleaning Snakes \$7.50

### **PERCUSSION**

Vic Firth Snare Drum Sticks \$11.00

