

A Maceo Walker

Middle School

Band Handbook

2015-2016

Dr. Terrence Brittenum, Principal

Mrs. Shannon Cotton, Asst. Principal

Mr. Robert Washington, Asst. Principal

Mr. Brian Forbes, Band Director

1900 E. Raines Rd. Memphis, TN 38116

901-416-1030

AMWJAGUARBAND.WEEBLY.COM

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Preface

The purpose of this band handbook is to express the guidelines and expectations that are set forth in this band program. All band students and parents should read this handbook carefully to avoid any conflicts with expectations, procedures and policies. Also, parents and students should refer to this handbook as a reference and a guide.

Mission Statement

The A. Maceo Walker Band Program here at A. Maceo Walker Middle School allows students to become a member of an organization that instills qualities such as discipline, respect and teamwork that will shape students into successful adults. Through *sequential instruction*, the band director will provide students with a comprehensive instrumental music education experience that will enable students to comprehend and apply the basic fundamentals in performing their chosen instrument. With a concentration in music literacy, students will be able to analyze, interpret and perform all styles of music.

Discipline Plan

Classroom and Rehearsal Expectations

1. Raise your hand for permission to speak
2. Raise your hand for permission to leave your seat.
3. Remain as quiet as possible to hear all instructions.

Negative Consequences (We will follow AMW's 7step plan)

Strike1. **Warning & Redirection of Inappropriate Behavior**

Strike2. **Classroom Strategies** may include, but are not limited to:

- verbal and/or written warning
- seat changes
- in-class time out, out of class time out
- student teacher conferences & **WRITTEN DOCUMENTATION**
- parent contact by phone or letter & **WRITTEN DOCUMENTATION**

Strike3. **Parent Conference with Band Director & WRITTEN DOCUMENTATION**

4. **Lunch Detention/ Supervised Study & WRITTEN DOCUMENTATION**
5. **Referral to Guidance & WRITTEN DOCUMENTATION**
6. **Referral to Administration & WRITTEN DOCUMENTATION**
7. **Referral to External Agency**

Positive Consequences/Rewards

1. Verbal Praise
2. Small Incentives
3. Self-gratification

Procedures

Entering the Band Room

1. Students will enter the Band Room quietly; place any forms that need to be turned in at its designated location, store books and retrieve all band materials.

2. Students will have 2 minutes to retrieve their instrument from the locker and binder from the storage cart.
3. Students will complete any DO NOW assignment. Once students have finished their DO NOW, they may practice their instrument.
 - PA Announcements- Students will sit quietly during any announcements.

Dismissal from the Band Room

1. When instructed, students will disassemble their instruments quietly, place instruments/supplies in the appropriate location, gather their books, form a **3S Line** and get ready to transition back to their hall.

After School Instrument Pick up

This has not been finalized with Mr. Brittenum.

After School Rehearsals

2. In case of an after school rehearsal, students will not need to pick up their instruments for dismissal.
3. After dismissal, students will gather outside of the cafeteria doors and wait for Mr. Forbes.
4. Mr. Forbes will round up all students at this location for rehearsal.
5. Once back in the Band Room students will follow the procedures for Entering the Band Room.
6. Parents will pick up their child at the designated time.

After School Games (Football or Basketball)

1. Students will be allowed to stay after school for all home games. This is not required of performing students.

2. Students that stay after school for a game must bring homework with them.
 - If a student chooses to leave campus after school, but plans on coming back to perform at the game, they need to arrive at the cafeteria doors 1 hour before the event.
3. In case of an after school game, performing students will not need to pick up their instruments for dismissal.
4. After dismissal, students will gather outside of the cafeteria doors and wait for Mr. Forbes.
5. Mr. Forbes will round up all students at this location for entry back into the school.
6. Due to the nature of the games, end times are flexible. Students must be able to contact a ride so they do not stand outside the building into the night.

Band Event and Rehearsal Updates

Mr. Forbes will try to send home rehearsal notices at least two weeks in advance. Please keep an eye on our website amwjaguarband.weebly.com for further notices and new information. The website is your first point of contact for schedules, rehearsals, due dates for any forms that parents/guardians need to sign and return, information about Band parent meetings as well as any information the band director needs to communicate with parents.

The Students Data Sheet that is attached to this handbook must be signed by parents/guardians and returned on or before the stated deadline.

Band Remind101

To keep you informed about classroom activities and assignments, we will be using Remind this year. Remind is a **free** service that lets me send quick messages via text, push notifications or email to everyone involved with the class. Remind

will keep all phone numbers private and will allow us to stay in touch. Signing up for my messages on Remind is easy:

Beginning Band Students Text @amwband to 81010

Intermediate Band Students Text @amw78band to 81010

Grading Policy

Performance Assessments.....50%

- Performance Assessments consist of All-West Auditions, Concert Festival participation, Solo & Ensemble participation, School Concerts, Pep Rally performances, Honors Program Performances, Playing Tests in class and any other scheduled performance throughout the school year

Daily Class Work.....20%

- Recorded assignments, seat challenges, Band Award System

Daily Participation.....20%

- Daily participation includes following instructions, collaborating with classmates and having all required supplies/instrument for class.

Practice Log/Homework.....10%

- Practice Logs state how many minutes students practiced in a given week. No instrument shall be left in the Band Room overnight. Students must practice a minimum of 20 minutes per day. Parents must sign the Practice Logs on Thursday to validate that the student practiced the amount of minutes he/she indicated on the Practice Log Sheet. Practice Logs will be turned in and checked every Friday.

Grading Rubric

Use of a rubric helps students see and understand what areas of Band they need to focus more energy towards. The rubric will have four levels;

- Below Basic
- Basic

- Proficient
- Advanced

Rubrics will be provided to all band members.

Homework Policy

Practicing at home is a very crucial part of the student's development in being a musician. What is even more important is the parental **support** in their child's long journey. Students will know what to practice on a daily basis by writing down the assignment written in the Homework section of the board or by verbal notice from the director.

Here is some helpful information that will make practicing at home a success:

- Student should practice in a room that has little distractions. Having a TV in a room, radio or having heavy family traffic in the area the student is practicing are some of the examples.
- In order to create a routine, students should practice at the same time every day.
- Parents should listen to their child practice and offer constructive criticism.
- Parents can evaluate student's practice by asking:

What is your assignment for today?

Are you performing the proper warm-up before playing?

Are you practicing music you already know or are you trying to play new music?

- Here is an example of a structure practice:

Material Practiced	Time(minutes)
Warm-up and daily drill	5-10
New material and Assignments	10-20
Previous and continuing material	10-20
Personal music choices	5-10

Please remember, practice is an ongoing process. Musicians retain more knowledge the more they practice. Practice makes Progress.

Policies (continued)

Student Pick Up

Please make every effort to pick up your musician at the designated time or as soon as you have been called. If the student is not picked up promptly (within 20 minutes of the event ending), the student may be asked to not attend the rehearsals or games.

Performances

Performances count for a significant portion of the student's grade. Therefore, all AMW Band students are required to perform in every Concert, arrive to the performance on time, and students must wear the correct attire. If students do not arrive to a performance on time, every minute they are late will count as minus one point from their performance grade.

Absences

Absences from mandatory rehearsals and performances will not be excused **unless advance notice is given**. Notices must be either in writing or emailed by a parent/guardian only. **Missing a rehearsal or performance due to not having a ride will not be excused.**

Equipment

Shelby County Schools has spent a large amount of money on the instruments and equipment located at AMW. It is with the understanding that students will take care of the instruments assigned to them. **All instruments are issued in working order with all parts and mouthpieces included.** They will not touch or play other students instruments. Students that damage their assigned instrument will be given the opportunity to have the instrument repaired at AMRO, and paid for by the student's family, or turned over to AMW Administration for Willful Damage of School Property.

Loan Agreement Forms will be given to each student that does not possess their own personal instrument. Parents and students will fill out a Loan Agreement Form. The form states that the parent and student are financially responsible for any damage, loss or theft of the instrument. Instruments will not be issued until the Loan Agreement is completed fully and returned by the deadline. **All parts and mouthpieces must be returned with the instrument.**

Band Instrument Lockers

Students are responsible for locking their instrument in their assigned locker. Students must provide their own **Combination** lock to lock their locker. Students will show Mr. Forbes the Combination lock with the attached code so it can be recorded if the student forgets. Students that choose to leave their locker unlocked will be faced with consequences.

Chairs and Stands

The chairs and music stands are numbered. If you are sitting on chair 12 you will use stand 12. The chairs in the band room are for sitting only. Please keep all four legs on the floor and do not lean back in the chair. The chairs are set for the largest class and placed in the appropriate spot before school begins. **Do not move chairs or music stands, at any time.** Music stands are for holding music only. **Do not lean on the stand or write on the stand.**

Supplies

General Supplies

Students should have all materials and instrument during class and after school rehearsals.

- All issued music
- Pencil or mechanical pencil
- 1 inch 3 ring Black Binder with front and back clear covers

- Clear Sheet Protectors
- Beginning Band: Locker Mirror no larger than a half sheet of paper

Instrument Supplies

Students should have all materials and instrument during class and after school rehearsals.

All Woodwind players need Cork Grease

Flutes-cleaning rod, swab, polishing cloth and method book

Clarinet- 5 Playable reeds at all times, swab and method book

Saxophone- 5 Playable reeds at all times, swab and method book

All Brass players need **Tuning Slide** Grease

Trumpet – valve oil and method book

Trombone – Slide Cream and method book

Baritone - valve oil and method book

Percussion – Check with Mr. Forbes for a list of required sticks, mallets and a stick bag

Mr. Forbes will provide each student with a list of specific supplies once the student’s instrument has been selected.

Performance Attire

Blue Band T-shirt.....\$15

Blue Band Hoodie.....\$22

Gold Polo Shirt\$20

All performances at sporting events, honors programs, parades or pep rallies, students will wear khaki uniform pants or shorts and the Blue Band T-shirt.

Hoodies will be worn during cold weather.

For formal performance assessments, students will wear black uniform pants, black socks, all black shoes, a white undershirt and the Gold Polo Shirt.

**A. Maceo Walker Middle School
Band Student Data Sheet
2015-2016**

Student Name: _____ Homeroom: _____

Address: _____

Phone Numbers: **Home** _____

Parent Guardian Info

1. Parent/Guardian Name: _____

Work Number _____, Cell Phone Number _____

Email: _____

2. Parent/Guardian Name: _____

Work Number _____, Cell Phone Number _____

Email: _____

Student Musical Background

Did you play an instrument last year(Y or N) _____ What Instrument: _____

Any other instruments you may play: _____

Student Medical Information

List Physical Restrictions or allergies (if any): _____

AMW Jaguar Band 2015-2016
Handbook Verification Form

Student's Name _____

Address PLUS Zip Code _____

Parent/Guardian's Name _____

- *We have read the 2015-2016 AMW Band Handbook. We understand that events will be added to the calendar and notices will be sent home.*
- *We understand the requirements for earning grades in the AMW Band.*
- *We understand that if the students ride home from an event is more than 20 minutes late to pick up the student, the student may be asked not to attend the rehearsals or games. This could affect their ability to attend off campus performances.*
- *We understand the requirements for uniform and Band Room materials for the AMW Band.*
- *We understand the severity of damage to the instruments and the financial requirements to have repairs completed.*
- *We are prepared to do our part as students and families to ensure the success of the AMW Jaguar Band.*
- *We understand that failure to meet these requirements may result in removal from the performing band.*

Parent/Guardian Signature

Students Signature

Date Signed

Date Signed