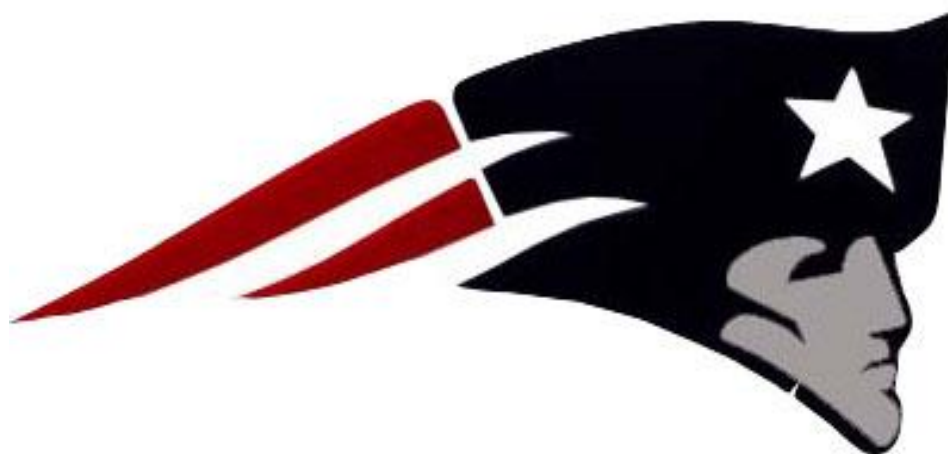


Shackelford Junior High

Band Handbook



2008-2009

Directors:
Matthew Nagel
Ann Klas

Carolyn Galvan, Principal
Jackie McClendon, Assistant Principal
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WELCOME to the Shackelford Jr. High School Band! This handbook contains a list of band activities, procedures, rules, information, and goals for the 2008-2009 school year. It is important that both students and parents read this document and understand all details. Please keep this handbook as a reference should you ever have any questions. Your time, energy, and cooperation in making our band program excel this year are greatly appreciated. We look forward to an exciting year for the Shack Band.

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Forms: Please sign and return the following pages by August 31ST, 2008.

- Arlington Music Enrichment Program for Private Lessons (optional but strongly recommended)
- Information Form (required)
- Permission to Travel (required)
- Medical Authorization Form (required)

1. Activities and Goals

BAND PHILOSOPHY

The Shackelford Band Department accepts the challenge to provide a meaningful music education to all band students at all levels. We are dedicated to teaching a thorough understanding of music fundamentals and a genuine appreciation of music. While we are teaching music, we are also involved in the building and shaping of responsible, motivated, team-centered, goal-oriented young people.

As you sign the forms at the end of this handbook, you will be making a commitment that includes:

- A. Being a member of the band for the entire school year**
- B. Giving your best effort to improve as a musician**
- C. Maintaining a positive, progressive attitude toward band and school throughout the year.**

MEMBERSHIP REQUIREMENTS

BEGINNING BAND: The Beginning Band is made of 7th grade students who have never taken a band course. All basic fundamentals of music making will be taught in this course. The goal of this course is to prepare students to the level of Concert Band for their 8th grade year.

CADET BAND: The Cadet Band is made of 7th & 8th grade students who have had at least one year of band previously. Concert participation will be determined by the band director according to the students' eligibility and playing ability. Cadet Band members may audition for Concert Band in December. Cadet Band students may participate in Solo & Ensemble contest by passing off music corresponding to these events.

CONCERT BAND: The Concert Band is made up of 7th & 8th grade students who have had at least one year of band. Students in the Concert Band must consistently meet UIL eligibility requirements. **Concert Band students are required to attend sectionals.** The Concert Band participates in two football games in addition to Concerts, All-City Band Tryouts, Solo & Ensemble, UIL and other concert and sight-reading festivals. Concert Band members may audition for the Symphonic Band in December provided they meet academic eligibility requirements, consistently attend sectionals, and pass their objectives each 6 weeks. Entrance into this band is by audition only.

SYMPHONIC BAND: The Symphonic Band is made of 7th & 8th grade students who have had at least one year of band. Students in the Symphonic Band must consistently meet UIL eligibility requirements. **Symphonic Band students are required to attend sectionals.** Symphonic Band participates in two football games in addition to Dean Corey Night, Winter and Spring Concerts, Veterans Day Concert, Awards Assemblies, Elementary Tour, All City and All Region Band Tryouts, Solo & Ensemble, UIL and other concert and sight reading festivals. Entrance into this band is by audition only.

II. Rehearsals and Performances

PERFORMANCE ATTENDANCE

Attendance is **required** at all performances and pre-scheduled rehearsals. Concerts are an extension of the classroom and are the highlight of the learning process. All performances are graded. Performances will count as three test grades. Please check the band calendar for the dates of concerts, rehearsals, and other events. **Acceptable excuses for missing a performance are illness (with a doctor's note) or a major family emergency.**

SECTIONALS

The purpose of section rehearsals is to focus on problems such as tuning, balance, phrasing, and blend *within* the section. (Sectionals are not the time to learn your part.) All sectionals are graded. Sectionals cannot be "made up" since this would require all the members to be present for the make up time. Acceptable reasons for missing sectional times, like performances, are illness or severe illness of a family member. All other excuses are unacceptable. Failure to attend sectionals will cause the student to be removed from that ensemble and moved to Cadet Band

STUDENT ELIGIBILITY POLICY

To participate in judged or competitive events, band members *must* pass *all* of their classes. Only performances that occur during the school day or Winter/Spring concerts (which are considered an extension of the school day) are exempt from the UIL "No Pass, No Play" rules. Eligibility is very important! We need EVERYONE! It is always a good idea to seek out your teacher if you even suspect that your eligibility is in question. Ineligibility prohibits a student from receiving all the benefits of being in band and damages the performance level of the group. The band program takes pride in the fact that band students are among the highest achieving students academically in the school and are also among the most active in other organizations. Educational research has shown that students who are involved in extra-curricular activities perform at a consistently higher academic level and have higher levels of self-esteem, with music students achieving the highest. Students who are having problems academically are encouraged to take part in school tutoring from the faculty. Symphonic and Concert Band members who fail three times in a given year may be moved down to another band and may be replaced with an eligible student in order to maintain the performance level of the ensemble. This does not mean three times on a report card. This means three times on the "grade check" schedule, which is checked every THREE weeks!

CONFLICTS

Students who are involved in other activities outside of band on the date of a band event *must* contact a director as soon as possible. Conflicts can be worked out, but not unless a director knows about the conflict early. *If you must miss a band event for any reason, call the directors at 682-867-3639.* Illness or death in the family is the only acceptable excuse for missing a band event. *Always* call if you must miss an event! Although your absence may not be excused, we will at least know of your whereabouts. Please remember that all contests and concerts are 3 test grades each. *Failure to attend without an excused absence will result in 3 test grades of "0."*

III. Grading System

Symphonic, Concert, Cadet Bands

1. Playing and written grades 50%
(Playing test, tape tests, performances, contests, chair tests, written tests)
3. Daily Grade/Objective Sheets 50%
(Including, but not limited to: sectionals, instrument, pencil checks, instrument maintenance, reeds, music, etc.)
4. Extra credit points will be given for extra practice extracurricular performances and activities outside of Shackelford. Students may also attend pre-approved concerts for extra credit such as other Arlington school concerts and professional symphonies. See a director if you have further questions.
5. Class participation/citizenship grade – Every band student will receive a citizenship grade each six weeks. Citizenship is reduced when students receive classroom consequences, and/or choose to not bring proper materials to class (instruments, music, pencil, assignments, etc.)

OBJECTIVE SHEETS

Students in each band class will be given an objective sheet listing all the objectives to be mastered during that six weeks grading period. Most objectives sheets carry a specific due date. Objectives will be passed off during sectionals for Concert/Symphonic band, and in class for Cadet Band. Objectives cannot be completed late! The objective sheet will be a record of student progress throughout each 6 weeks. We expect students to be able to master these objectives at the specified intervals. Failure to complete objectives may place a student in danger of being removed from a competing ensemble.

PLAYING TESTS

Symphonic and Concert Band members frequently record playing tests on tape. Twenty (20) points will be deducted each day a test tape is late. **Metronomes are required for all playing tests on tape.** Metronomes may be checked out from the school; however we strongly encourage each student to own a metronome. (Metronomes are available at very affordable prices at local music stores and can also be downloaded on the internet! (www.metronomeonline.com) Individual tuners are also available at a very inexpensive cost. Players in all bands are highly encouraged to use metronomes and tuners during daily home practice.

LATE WORK AND ABSENCES

Late work is not acceptable. When a student does not complete a task on time, his or her actions affect not only themselves, but the rest of the members of the band as well. Everyone in band participates all the time, so every member must pull their own weight; we do not have a bench for the alternates! If an absence occurs that prohibits the student from turning their work in on time the following guidelines will be used:

- Students who are absent on the day of a playing test are expected to play their test the next day they return. If it is a tape assignment, it will be due the next day as well. If an extended absence due to illness has occurred (3 or more days), the student may have more time to prepare for the test at the director's discretion.
- It is always a good idea to call a member of your band or a band officer to find out what you missed during an absence. Even if your illness prevents you from playing your instrument, you can be familiar with the concepts and objectives that the class is working on in your absence.

IV. Band Hall Guidelines

CLASSROOM EXPECTATIONS

Directors will expect the following during rehearsals:

1. Enter the rehearsal area in an orderly manner.
2. Follow the pre-rehearsal assignment on the board.
3. Be on time with all materials including band notebook, music, **pencils**, reeds, valve oil, mallets, etc.
4. Keep an orderly rehearsal atmosphere. Talking should occur only when addressing a question to a director by first raising your hand and being recognized by a director.
5. Attention and concentration is expected from each and every band member. Your commitment to excellence must be evident during the entire rehearsal.
6. At the end of each rehearsal, all stands should be lowered and chairs should be straightened. Percussionists are responsible for cleaning up the percussion area. Tubists are responsible for closing and latching their instrument cases after each rehearsal and returning them to their designated place.
7. Music left on the stand (or not put away) will automatically be placed in the Lost Music Box. The Lost Music Box will be cleaned out every Friday. Sweaters and jackets will be turned in to the lost and found in the main office.
8. Practice Rooms are to be used during private lessons or with permission from a director. Students must sign the Check Out form located by the office door prior to use.

DISCIPLINE MANAGEMENT PLAN

I. Classroom rules:

1. Follow all school rules and teachers' directions.
2. Be in your seat ready to play at designated time with appropriate materials.
3. Talk or play only when permitted.
4. Do not deface, damage, touch, or take the school's or another person's property without permission.
5. Keep hands, feet, and objects to yourself at all times.

II. Disciplinary procedure:

1. First offense: warning & -5 on conduct grade
2. Second offense: written assignment & -5 on conduct grade
3. Third offense: parent call & -5 on conduct grade
4. Fourth offense: Office Referral

SEVERE DISRUPTIONS will result in immediate referral to the appropriate assistant principal.

III. Citizenship grading system

1. All students begin each six weeks period with 100 points.
2. Infractions result in point deductions:
 - a. 5 pts. – No materials (binder, book, reeds, etc.)
 - b. 5 pts. – Gum, food, or drinks
 - c. 10 pts. – No instrument (additional writing assignment given)
 - d. 10 pts. – Leaving instrument at school over night

Band students are expected to be the best behaved students in school. Unacceptable behavior will not be tolerated.

VANDALISM

Vandalism and/or destruction of school property will not be tolerated. Such action includes writing on or tampering with music stands, boards, bulletin boards, posted articles and information, school instruments, and other school property.

Vandalism/destruction of school property could result in any of the following consequences: restitution, D-Hall, OCS, Choices, Alternative School, and may include a separate band penalty.

MORNING PROCEDURE

The band hall will open at 7:45AM for sectionals and morning practice. Students wishing to practice in practice rooms may do so, but must be here before 8:00. All other band students must wait by the breeze way and enter the building once it is opened at 8:45. No student should be in the band hall without a director present.

STARTING CLASS

Students are expected to enter the band hall in an orderly manner with no running, yelling, or other disruptive behavior. ALWAYS read the board before asking the director any questions. Everyone should be in the band hall *seated in his or her assigned seat* before the tardy bell rings. Be sure and have your pencil and all your supplies. **EVEN IF YOU SHARE MUSIC WITH YOUR STAND PARTNER IN CLASS, ALWAYS BRING YOUR OWN COPIES** in case you need to use your pencil. Everyone is expected to sit up straight on the edge of their seat while they are playing. There should be no talking, distractions, or any type of disruption during rehearsals. No student should get out of his/her seat during a rehearsal unless instructed to do so by a director. Under normal circumstances, students are not allowed to go to the restroom during class.

ENDING CLASS

Every student should have their Shack Attack at all times to write down assignments. Students should write down the assignment for the next day at the end of every rehearsal. Your director dismisses you, not the bell.

AFTER SCHOOL PROCEDURE

All students must take their instrument home daily. Exceptions are granted to those students who have practiced before or after school for at least half an hour. Pick up your instrument and music immediately after school. **ONLY BAND STUDENTS ARE**

ALLOWED IN THE BAND HALL. Please have your friends who are not in band wait for you outside. All students who have not taken their instrument home will receive a deduction in their daily grade.

TRIPS AND ACTIVITIES

Any time the Shackelford band meets we are representing the school and AISD. *All school rules apply at any and all band performances and functions* including but not limited to concerts, trips, pep rallies, football games, parties, auditions, solo and ensemble, and other events. The Shackelford Student Code of Conduct will be enforced as well as possible band penalties.

BAND OFFICE

No students are allowed in the Band Office or Music Library without permission.

TELEPHONE

Students may not use the band telephone during the school day.

ACTIVITY PERIOD

Students in activity period who are not playing their instruments for a director must:

- Be seated in a chair.
- Have something to read, study, or work on.
- Remain quiet and not distract others.
- Students who wish to go to another teacher for help in another subject must have a pass from that teacher. No passes are given out once rehearsals have begun.

V. Band Equipment, Uniforms, and Fees

INSTRUMENT STORAGE

Each student will be issued a storage space in the band hall. Due to the large number of students in band, it will be necessary for several students to share band locker space. When not in use, all instruments should be in their assigned space. All instruments are required to have nametags and students are not allowed to change lockers after being assigned. Woodwind players may bring their cases to their seat during band. Brass players will need to take oil, mutes, etc. from their case to their chair and place the empty case back in their locker space with the latches closed. **DO NOT LEAVE SCHOOL TEXTBOOKS IN YOUR BAND LOCKERS.** Tuba players will store their instrument in their case with all the latches closed at the back of the room when the instrument is not in use. Percussion instruments must be put in their proper place at the end of every rehearsal. No items, books, or music should ever be left out. The percussion cabinet must be locked at the end of every rehearsal. Tuba players and percussionists are responsible and may be given a daily grade according to how well they keep their areas clean.

SCHOOL-OWNED INSTRUMENT AND FEES

1. Every school owned instrument has a rental fee attached to it. The fee will cover an entire school year and will be collected at the first of each year. An additional charge may be made to cover any cost of repairs or damage to an instrument caused by carelessness or neglect on the part of the student. *Make checks payable to Shackelford Junior High* and turn it in to one of the band directors.
2. Fees for all school-owned brass and woodwind instruments will be \$120.00 per year due by August 28th, 2008, and are used to maintain the instruments.
3. All percussion students will pay \$80.00 per year for use of school-owned percussion equipment due by August 28th, 2008. This equipment cannot be removed from the band hall except for performance purposes off school premises, thus the smaller fee.
4. The following instruments are the *only* school-owned instruments that may be rented through the school:

Oboe	Baritone Saxophone
Bassoon	French horn
Bass Clarinet	Euphonium
Tenor Saxophone	Tuba
5. If, in the opinion of any Shackelford director, a school-owned instrument is not being properly cared for or maintained at any time during the school year, the director may remove the instrument from the care of the student. If the instrument needs repair due to negligence, it is the responsibility of the student to incur the cost of the repair.

COLLECTION OF FEES

Band students frequently turn in money for special events such as solo and ensemble contests and special clinics. All money to be turned in should be placed in an envelope. On the outside of the envelope include: student name, amount enclosed, and what event the money is for. Unless otherwise instructed, checks may be made out to Shackelford Junior High. When paying by check, please write your child's name in the memo portion followed by the word "band". **DO NOT PLACE MONEY IN THE DIRECTORS' SLOTS, EVER!** Hand the money to the director.

INSTRUMENT REPAIR

If your instrument needs repair, bring it to one of the band directors. Many times they can fix minor problems. If they cannot, *remove your mouthpiece and reeds* from your case before taking it to the repair shop. Ask the shop if they will give you a loaner instrument. If no loaner instrument is available, *please bring a note to the directors stating where the instrument is being repaired and how long the repairs are estimated to take.*

UNIFORMS

Each student in the band program is responsible for having the correct uniform for his/her particular band. The appearance of the band on-stage is an important aspect of our performances. It is very important that every member have the exact items as listed below.

All band members are required to own a casual uniform consisting of:

- Shack Band T-Shirt (purchased at school)
- Khaki pants
- Tennis shoes

Symphonic and Concert Band Members:

Men and Women:

- Black dress slacks,
- Black shoes and socks,
- White tuxedo shirt (purchased from the school),
- Black bow tie, black cummerbund (purchased from the school)

SHACKELFORD JUNIOR HIGH CLUSTER INSTRUMENT AND SUPPLY LIST

TAKE THIS LIST TO THE MUSIC STORE WHEN YOU PURCHASE OR RENT YOUR INSTRUMENTS.

Please check with one of the directors if you have any questions. If these brands are not available, please talk to a director before buying/renting any other instrument. (682) 867-3639. *Words in italics are the specific brand names.*

WOODWINDS

FLUTE

Yamaha YFL 261A
Yamaha YFL 300 line
Pearl 501 RBE

Note: An "off-set G" key is preferred for beginning students to encourage proper, comfortable hand position.

Silk handkerchief, and tuning rod.

CLARINET

Buffet E-11
Buffet B-12
Buffet Limite
Fobes Dubut mouthpiece

Bonade inverted ligature

1 box *Vandoren* Reeds: Strength 3 (unless otherwise specified by director)

Cork grease and a silk swab

ALTO SAXOPHONE

Yamaha YAS 23
Selmer AS300
*Selmer C** mouthpiece

No Yamaha Stock mouthpieces!

1 box *Vandoren* Reeds: Strength 2½ (unless otherwise specified by director)

Neck strap, cork grease, and a silk swab

OBOE and BASSOON

Reeds will be ordered from their private lesson teacher. Both instruments will need cork grease and a *Hodge* silk swab. Bassoons will also need a seat strap.

PERCUSSION

Pearl PL-800C Percussion kit or comparable model, *Musser M-4* mallets and *Vic Firth SD-1 General* snare sticks. Percussionists will also need 1 other book other students will not need: *Simple Steps for Successful Percussion* by Kennan Wiley.

REQUIRED SUPPLIES FOR ALL STUDENTS:

Essential Elements 2000 Plus DVD Book 1 for their specific instrument. A 1" 3 ring binder, a pencil, a small compact mirror, a metronome, and tuner w/pick-up (percussionists do not need tuner). We would also strongly suggest a folding music stand for use at home.

We will not refuse to admit a student into band because he/she does not have the correct instrument. However, the chance of each student's individual success is **much** greater if he/she has a quality instrument. All students **MUST** have an instrument by the end of the first week of school.

BRASS

TRUMPET

Bach TR300
Yamaha YTR 2335
Getzen 490

Bach 5B mouthpiece

Slide Grease, valve oil, and a cleaning kit

FRENCH HORN

Holton Farkas MDC mouthpiece
DO NOT accept S Series mouthpieces!
Slide grease, *Superslick rotor oil*, and a cleaning kit

TROMBONE

Yamaha YSL 446G
Getzen Capri Series
Bach TB200B

Note: An F attachment trombone is preferred. Small bore/small shank

Bach 6 ½ AL mouthpiece

Trombontine slide cream, a spray bottle, slide grease (different than cream), and a cleaning kit.

EUPHONIUM (BARITONE B.C.)

Bach 6 ½ AL mouthpiece

Slide grease, valve oil, and a cleaning kit.

TUBA

Conn Helleberg 7B mouthpiece.

Slide grease, valve oil, and a cleaning kit.

VI. Private Lessons

We urge you to take advantage of the opportunity afforded our students by private study. We assure you that the rates for individual study are comparable or below what one would pay in a music studio or on a college campus.

These lessons are directly responsible for the success that the Shackelford bands have enjoyed in the past. The half-hour that the student spends with the instructor in a one-on-one situation will help him/her to excel quickly. Lessons are taught either during the student's band class, advisory, or after school. Please fill out the private lesson reply form in the back of this handbook indicating whether or not you can take advantage of the program at this time. We hope to have a high percentage of our students involved in this very beneficial aspect of our band program. Below is a list of the private lesson teachers available at Shackelford.

Flute –	Janis Grannell	817-292-2986
Oboe –	Elise Belk	216-235-1046
Clarinet -	Ben Garcia	817-926-6180
Bassoon -	Tirzah Holland	817-283-9998
Saxophone -	Troy Warren	817-929-9530
Trumpet –	Chuck Willis	214-457-5626
French horn –	Kim Rooney	513-290-7067
Low Brass –	Denise Torres	817-995-9171
Percussion –	Tyler Orbison	817-300-2377

Students are responsible for taking care of their private lesson requirements. Please let your private lesson instructor know in advance when you are going to miss a lesson. Lessons are \$16 for one half hour per week this year.

BAND HALL PHONE NUMBER

(682) 867-3639

EMAIL (preferred if you need to leave a message)

Mr. Nagel – mnagel@aisd.net

Mrs. Klas – aklas@aisd.net