Ms. Sara Knapp, Director of Bands
Dr. Peter Coombe, Principal
Mrs. Michelle Doane-Beeler, Assistant Principal
Mrs. Casey Parker, Assistant Principal
Dear CMS Band Families,

Welcome to the 2018-19 Calhoun Middle School Band Program! I am delighted that you and your child have chosen to participate in this year’s program. Music can be enjoyed by everyone and playing an instrument is a skill that can last a lifetime. Statistics have proven over and over again that students who participate in music programs are among the academically elite in their schools. Their adult lives are filled with successes, often attributed to the skills gained through the band experience: self-discipline, work ethic, attention to detail, teamwork, and confidence. Band membership can provide this foundation for your child during what can be an awkward growing time in middle school and high school.

Playing an instrument allows for a daily, “hands on” experience not often found in the other classrooms in the school. Certainly, there are many excellent opportunities in school for children to exercise their imagination, but the band allows for the students to actually be inside of the art they are creating. And, rather than simply exercising their thumbs while viewing action on a video screen, the students interact with the entire atmosphere in which they sit - sight, sound, touch. They are the action and learn to control what they do, not merely watch it as it goes by. Being in a music class also helps accesses creativity that might otherwise go undeveloped. The universal language of music provides a wonderful vehicle for this personal growth.

For parents, being involved is a bonus. Research points to the importance of supporting children in the positive activities they become a part of. I hope you will enhance your child’s music education by becoming involved with the band this year. There are many ways you can help us as a band parent, including, but not limited to, chaperoning, uniform fitting and fundraiser working.

This handbook is your reference to the activities planned for the Band Program this year. It also outlines Program policies and procedures. Please review this handbook with your child and refer to it as necessary throughout the school year.

I encourage you to refer to the band website often for up-to-date information: www.calhounmiddleschoolband.com
You may also e-mail me with any questions you may have. I am looking forward to another rewarding year with your family as a part of our program!

Sara Knapp, Director
knapps@calhounschools.org
**Purpose**
The purpose of this handbook is to provide each band family with an understanding of the policies and procedures that govern the Calhoun Middle School Band Program. These guidelines exist to ensure consistent rules are applied to each and every student in all aspects of the Band Program.

**Mission Statement**
It is the mission of the Calhoun Middle School Band Program to introduce students to the fundamentals of instrumental music performance, so that they may become lifelong participants. It is also our mission to prepare students for membership in the Calhoun High School Band. Once students master fundamentals to a competent level in each grade, we then pursue sincere and serious music-making for outstanding performances.

**Instructional Emphasis**
The CMS Mission Statement is to inspire all students to become life-long learners in the pursuit of excellence.

The Georgia Music Education Standards are as follows:
1. Singing, alone and with others, a varied repertoire of music
2. Performing on instruments, alone and with others, through a varied repertoire of music
3. Reading and notating music
4. Improvising melodies, variations, and accompaniments
5. Composing and arranging music within specified guidelines
6. Listening to, analyzing, and describing music
7. Evaluating music and music performances
8. Understanding relationships between music, the other arts, and disciplines outside the arts
9. Understanding music in relation to history and culture

**Remind 101 Accounts**
6th Grade Band: Text @6thbandcm to 81010
7th Grade Band: Text @7thbandcm to 81010
8th Grade Band: Text @8thbandcm to 81010
Symphonic Band: Text @6thbandcm to 81010
CHS Marching Band: Text @xmv to 81010
All-State/Honor Band 5th Period: Text @dhb2019 to 81010
Classroom Rules

• Be Respectful of Teachers, Peers, and Equipment
• Be an Attentive Listener
• Come Prepared to Make Great Music Every Day
• No Food, Drinks, or Gum

Consequences

If a student makes a choice to not follow the classroom rules, then he/she chooses to accept the consequences. The CMS Band Program aligns with the Jacket Pride Consequence System. For more information, please refer to the CMS Student Handbook.

Classroom/Rehearsal Expectations

The Calhoun Middle School Bands can achieve to their fullest potential when all students follow the rehearsal expectations. These expectations are designed to help bring the highest level of professionalism to the band room. Choosing to not follow these expectations will result in a lowered conduct grade and potential disciplinary action.

• Follow directions the first time they are given.
• All students will enter the band hall quietly (No Talking!) and in an orderly manner.
• All students will be prepared for rehearsal no later than two minutes after the late bell. When a teacher steps on the podium, all students will be ready to begin.
• To get the teacher’s attention, raise your hand and wait quietly for a teacher to recognize you.
• All students will dispose of trash, food, gum, and drinks before entering the band hall.
• All students will store their personal belongings and instruments in assigned areas only.
• Always strive towards a professional level of musicianship. Come to rehearsals with all of your music prepared, have all materials at all rehearsals (instrument in working condition, music binder, pencils, accessories), and take pride in your instrument, the band hall, the music, and yourself!
Personal Instruments

Personal Instruments are defined as instruments that belong to or are rented by an individual student’s family from a community music store or private business. These instruments are not owned or insured by Calhoun Middle School, the Calhoun City Schools District, or the State of Georgia. The student (and family) is responsible for maintaining the instrument in working order (see “Participation”) with the proper accessories (“Class Materials”). The band directors will recommend repairs (when needed) and specific quality accessories as the student progresses through the program.

School-Owned Instruments

School Instruments are defined as instruments which belong to Calhoun Middle School. These typically include larger instruments: bass clarinets, tenor and baritone saxophones, French horns, euphoniums, tubas, etc. Students are contractually obligated to treat these instruments with special care so that needless and expensive repairs do not have to be made. Future students must be able to use these instruments. Obvious damage to school instruments will be considered vandalism and will be dealt with in the manner outlined by Calhoun City Schools in the CMS Student Handbook.

If your student is using a school-owned instrument, he/she will be required to purchase his/her own mouthpiece and/or ligature. Please see the supply list to determine what he/she will need. There will be also be a $60 maintenance fee that covers basic wear-and-tear, minor repairs, and thorough cleaning of the instrument. This is the only cost to the student for using a school-owned instrument, and its purpose is to ensure that these instruments are kept in good playing condition for years to come. The maintenance fee will be added to your child’s band fee (explained below). For more information regarding this, please refer to the School-Owned Instrument Contract that is included in the handbook and will be given to each student that is provided with a school-owned instrument.
**Instrument Repair**

Occasionally, it is necessary for a student’s instrument to be put into the shop for repairs. If your child thinks there is something wrong with his/her instrument, make sure that the director has checked it out **BEFORE** you put it in the shop. Our repair man is Mr. Robin Christian with Gadsden Music. If your child’s instrument is needing repair, please let Ms. Knapp know ASAP so that we can make arrangements for your instrument to be repaired. *Please do not attempt to repair your child’s instrument, as only a trained professional can safely and effectively repair instruments.*

**Class Materials**

Each year, there is a band fee to ensure every student in the band has all materials they need. The minimum fee indicated below is required from each student. Please refer to the *CMS Band Fee Form* for more specific information as to what each grade level includes, as well as possible add-ons.

**Students are expected to have all materials in class each day for their Participation grade.**

1. Band Instrument
2. Required Text
   - 6th: Essential Elements 2000 - Book 1 (yellow)
   - 7th: Habits of a Successful Middle School Musician
   - 8th: Habits of a Successful Middle School Musician
3. Pencil - Keep in your case!
4. Instrument-Specific Supplies:
   - **Flute:**
     - Tuning rod (specific to your make & model)
     - Cotton cleaning swab or bandana.
   - **All Clarinets:**
     - 4 reeds in a reed case at all times (Vandoren Traditional: strength 2 ½ for 6th grade, strength 3 for 7th grade, strength 3 ½ for 8th grade)
     - Weighted silk swab
     - Cork grease
- **All Saxophones (Alto, Tenor, Bari):**
  - 4 reeds in a reed case at all times (Vandoren Traditional: strength 2 ½ for 6th grade, strength 3 for 7th & 8th grade)
  - Neck strap
  - Weighted silk swab
  - Cork grease.
- **Trumpet:**
  - Valve oil
  - Tuning slide grease
  - Cleaning cloth
  - Bach 5C mouthpiece (or equivalent)
- **French Horn:**
  - Valve oil
  - Tuning slide grease
  - Mouthpiece brush
  - Schilke 30 mouthpiece (or equivalent)
- **Trombone:**
  - Tuning slide grease
  - Small spray bottle
  - Cleaning cloth
  - Bach 6 ½ AL mouthpiece (or equivalent)
- **Euphonium:**
  - Bach 6 ½ AL mouthpiece (or equivalent)
  - Valve oil
  - Tuning slide grease
- **Tuba:**
  - Bach 24 AW mouthpiece (or equivalent)
  - Valve oil
  - Tuning slide grease
- **Percussion:**
  - 6th: Beginner Kit: bell kit with bell mallets & 8-inch practice pad with Vic Firth SD1 General concert snare sticks (or equivalents).
  - 7th & 8th: Stick bag with the following (or equivalents):
    - Vic Firth SD1 General concert snare sticks.
    - Vic Firth M1 yarn mallets.
    - Vic Firth T1 General timpani mallets.
Concert Attendance

*Students are expected to attend their concerts.* A band is a performing group which can only develop to its fullest potential when each member is fulfilling his/her role completely. Absences not only affect the learning of one student, who misses the summative assessment, but also the learning of the other band students. Concert dates and times are published in this handbook, on the band website (www.calhounmiddleschoolband.com) and in concert letters that go out approximately two weeks before each concert event.

- **Grading:** If you attend the concert, wearing the appropriate attire, and demonstrating proper behavior, you will receive a 100 grade in the Playing Test category. If you are absent from the concert (whether due to illness, sports conflicts, etc.), you must complete a make-up assignment within one week of the concert date. Family emergencies are the only exception. **As per the Calhoun Middle School Handbook, students that are not present at concerts will receive 30% off of their grade for that academic period.**

- **How to handle conflicts:** Students should be encouraged to participate in a variety of activities at this age, and sometimes conflicts will occur. Use the following guidelines to resolve any conflicts:
  1. Copy the Band Calendar (included in this handbook) into your family calendar.
  2. Notify the directors of any school conflicts, so that the directors may make arrangements with the sponsor.

- **Make-Up Policy:** Missing a concert is the same as missing an exam or summary project in another class, and therefore requires a make-up assignment. Make-ups will be graded based on the quality of the individual’s work.

- **Family Emergencies:** To be excused from a make-up performance, we must receive written notice of the emergency upon your child’s return to school. This may be written by another parent or a caregiver if you are unavailable during the time of crisis.
**Concert Attire**

At a concert, it is important that what is worn on stage is not a distraction from the music being performed. Therefore, it is important that all students look as similar as possible. The band uniform for 6th, 7th, and 8th grade will consist of a CMS Band black polo shirt, black dress pants (not sweat pants or jeans!), black dress shoes (no sneakers or sandals!), and black socks/hose.

An order form for CMS Band polos will be sent home at the beginning of each school year. Polos will be available for sale throughout the year as well.

* We encourage you to address concert attire issues long before the day of a concert! If you are in need of assistance, please contact Ms. Knapp via email at knapps@calhounschools.org as soon as possible!*

**Concert Etiquette**

Our concerts are always a lot of fun and represent the fine efforts of our students during the preparation process. Due to the excitement these concerts bring, students can become overzealous in their audience participation. Please help them by reminding them what appropriate concert behavior is. The purpose of these concerts is to showcase the students’ musical achievements, not to draw attention to performer or audience behavior.

Students who arrive at a concert without the proper clothing will be prohibited from performing and need to follow the concert make-up policy (see p. 6).

- **Performer Etiquette:**
  - Do not talk or play out of turn; this is not different from class.
  - Do not stand, wave, or draw attention to yourself.
  - Keep an eye on the podium to get instructions.
  - After you perform, stay and watch the other groups performing after you.

- **Audience Etiquette:**
  - When the lights go down, quickly get quiet.
  - Silence any cell phones, pagers, etc.
  - Do not enter the Theatre when the band is playing; wait until the selection is over, then enter quietly.
  - Applaud for everyone, after every song – each group has worked equally hard.
  - When you applaud, do not make unnecessarily loud noises.
  - Stay for the entire concert.
Grading System

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<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Participation</td>
<td>40%</td>
</tr>
<tr>
<td>Playing Tests/Pass-Offs</td>
<td>20%</td>
</tr>
<tr>
<td>Classroom Etiquette (Soft Skills)</td>
<td>10%</td>
</tr>
<tr>
<td>Concert Attendance</td>
<td>30%</td>
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</tbody>
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- **Participation**
  Each student is required to have ALL class materials for class each day. Each day a student is missing materials, 20 points are deducted from their bi-weekly participation grade (100 points possible for every two weeks). Students with instruments in the repair shop should bring a signed note. ALWAYS ASK FOR A LOANER WHILE YOUR INSTRUMENT IS BEING REPAIRED. Generally, rental programs provide this service at no extra cost.

- **Playing Tests/Pass-Offs**
  Students will take playing tests periodically throughout the year. Students are encouraged to “retake” any test on which they do not show sufficient mastery or improvement before or after school. Please note that students must at least attempt playing on the test day in order to be eligible to retake a test.

- **Classroom Etiquette (Soft Skills)**
  Students are expected to exhibit the following qualities on a consistent daily basis (*which includes concerts*):
  - **Effort**: proper posture, active listening, attempt to demonstrate mastery
  - **Responsibility**: always comes to class prepared, a positive contributor to classroom environment
  - **Attitude**: pleasant demeanor, receptive to instruction, falls in line with class activities, obeys adults

- **Concert Attendance**
  Concert attendance is worth 30% of the student’s final grade in band. If you attend the concert, wearing the appropriate attire, and demonstrating proper behavior, you will receive a 100. If you are absent from the you must complete a make-up assignment within one week of the concert date. Your grade will be reflective of the work you submit

- **If a student fails band for one or both semesters, the band director has the right to remove the student from the band program.**
Band Room Lockers
Students will be issued a locker in the band room. The school does not provide locks for the lockers. Personal locks are allowed, but the band director cannot assist if the combination is forgotten. Please note that if an issue arises with a personal lock and the student consequently cannot access his/her materials for class, he/she will lose participation points for that day.

*Band lockers are for storing band instruments, music binders, and band accessories only. Any non-band items found stored in a band locker will be removed by the director.*

Band Room Schedule
The Band Room is open for practice most mornings from 7:15-7:55am and afternoons from 3:15-4:00pm. Please note that these times may change on a weekly basis due to meetings, extra rehearsals, etc. These are times for students to complete Pass-Offs with a director, get help on Solo & Ensemble music, All-State and Honor Band auditions, concert music, Scale Tests, or practice individually or with friends. Only students who are interested in practicing should come to these sessions. Homework and socializing can be done in other places. Students who abuse this privilege will be prohibited from attending future sessions.

CHS Marching Yellow Jacket Band
As 8th graders, students have the opportunity to participate in the CHS Marching Yellow Jacket Band. While some class time may be used to rehearse marching band music, participation in the Marching Yellow Jacket Band is considered an after-school activity. For more information about the CHS Marching Yellow Jacket Band, please contact the high school band director, Mr. Larry Brown via email at brownlarry@calhounschools.org.

Band Fundraisers
The CMS Band Program will sponsor two fundraisers throughout the school year: a chocolate sale and a donation-only fundraiser. These fundraisers provide for services and funds that enhance the education for the students. Money raised will go toward, but is not limited to the following: instruments, music, sectional coaches, clinicians, commissioning projects, and professional development. More information will be available to students and parents as fundraisers arise.
**Ingredients for Success in Band**

- Make sure your child’s instrument is in good working condition.
- Provide a quiet place to practice.
- Schedule a consistent, daily practice time.
- Remain nearby during practice times as much as possible.
- Praise your child’s efforts and accomplishments.
- Encourage your child to play for family and friends.
- Expose your child to a wide variety of music including live concerts and recitals.
- Allow your child to play many types of music.
- Help your child build a personal music library.
- Decide that you and your child have made a commitment to band and stick to it. Most parents have their children agree to participate through 9th grade.

If Your Child Gets Frustrated...

- Discuss the situation with your child and determine specifically why he/she is frustrated.
- Talk with the band directors to see what suggestions they have.
- Encourage your child to stay in band for an agreed period of time. Most parents have their children agree to participate through 9th grade.
- Offer increased encouragement and support.

If, after consultation with the band directors, the determination is made to drop band, the following CMS Music Department Withdrawal Procedure must be followed:

1. A parent note must be submitted to the band directors.
2. The parent note must be submitted during the first 3 days of the school year.
3. Once the parent note is received, a director/parent/student conference may be held to discuss the situation.
4. If, after the conference, the decision is made for the student to withdraw from the band class, the band directors will notify the appropriate administrator of the schedule change.