

Parents and Students:

Welcome to the Chester County Junior High School Band. We are excited for the new opportunities this year has in store and even more excited you and your student have chosen to participate in band! We look forward to a great year full of learning and continued success.

Our goal for the CCJHS band program is to have every child reach their potential in instrumental music. This goal is dependent upon their prior experience, their work ethic, musical ability and achievement; i.e. what you put into it, is what you will get out of it. Our hope is that everyone will strive to be successful and reach their full potential.

Learning to play an instrument is an incredibly rewarding activity. Every effort will be made to provide your student with positive learning experiences and enriching opportunities. To be successful in band, it is necessary for each member to work together as a team. If any one member does not do his or her very best, the entire group is affected. An active, supportive student-parent-teacher relationship will make our band successful.

The Chester County Junior High School Band handbook will be online for your viewing. Guidelines and tons of information are included to help you understand what takes place in the band world. The handbook discusses band requirements, expectations, grading assessments, director/parent communication and general procedures established to ensure each student has the opportunity to develop his or her full musical potential. Please read the handbook carefully and discuss the content together. Print, sign and return the form indicating you agree to uphold the procedures as outlined. Should questions arise throughout the year, first refer to the band handbook. The dates for band events are located on the Calendar of Events page; please mark these dates on your calendar so conflicts won't arise. These events are subject to change but you will be notified in advance of any changes.

Be sure to complete the online forms as well as print two additional forms at the end of the handbook to be on file with the directors. Please remember to pay the band expenses online. All forms and payments must be collected no later than Friday, August 31, 2018.

Do not hesitate to call the office or email should you ever have any questions or concerns. Thank you for your continued support. We look forward to working with each of you this year.

Marcus Montgomery, Director of Bands

Janet Sain, Director of Choirs

General Information

Being a member of the Chester County Junior High School Band is a privilege and not a right. Students must maintain eligibility and be in good standing with the band. Band members must maintain the appropriate average in their classes as outlined by Chester County Schools in order to retain extra-curricular performing status. We want to help our students reach their full potential both academically and musically. Band members are also expected to remain drug and alcohol free and must follow the respective policies of Chester County Schools. All age level band students will be tested in accordance to the drug testing policies as outlined in the Chester County Schools Code of Conduct.

Parents are encouraged and needed to volunteer. With the large number of students we service, we need parent help with all areas of our band program and our activities. These activities include the annual fundraisers, chaperoning events, and assisting with the end of the year band bash! The success of the CCJHS band is due, in large part, to the active participation of parents. The successful band student is almost always supported and encouraged by parents who take an active interest in their child's band program. Remember, if you are volunteering to help with our band program, you **MUST** complete the background check - it only goes through DHR and the FBI. PPMS only receives back a "clear" or "not clear"; no other information is given to the school besides what you put on the form. You can find the link on the district website, under background check, application; follow the steps to complete it.

Private lessons serve as an outstanding supplement to the daily instruction received in band. Lessons generally allow a student to progress more rapidly. They also help to maintain a student's interest after the "newness" of the instrument has worn off. A number of area professionals offer quality private instruction for middle school students. It is strongly recommended that all students study privately so that they may reap the benefits of their music education. Ask for more information regarding local private teachers.

Students will have the opportunity to attend the annual band bash and other trips. Please note these activities are by invitation only. Those students with consistent behavior issues or lack of participation in certain events, such as concerts, will forfeit their opportunity to receive an invitation to attend these activities. The costs of these events are **NOT** included in the start of the year band costs and contributions.

Required Supplies

These supplies must be furnished by the student and brought to class **EVERY DAY**. If families need financial assistance with acquiring an instrument, please speak with Mr. Montgomery.)

- Instrument and instrument accessories:
 - Clarinets and Saxes - at least 3 reeds at all times (2 1/2 strength for 6th grade and 3 strength for 7th/8th grade), cleaning swab
 - Trumpet, French Horn, Euphonium, Tuba - valve oil and mouthpiece
 - Trombone - Trombotine, spray bottle, and mouthpiece
 - Percussion instruments - Self-owned drum sticks, mallets, or other needed equipment
- Black music binder with sheet protectors, pencil and instrument case tag
- Music Method Book – Percussion must have combined percussion book for your grade
 - 6th Grade Book – Standard of Excellence: Book 1 for your instrument
 - 7th Grade Book – Standard of Excellence Book 2 for your instrument
 - 8th Grade Book – Standard of Excellence Book 2 for your instrument

Concert Uniform

6th grade students will wear, for all performances, their band t-shirt, to be ordered at the beginning of the year. This will serve as your ticket into the performance, as well as your concert dress.

7th grade students will wear a white tuxedo shirt, black slacks, bowtie, cummerbund, black socks, and black **dress** shoes. These materials will be available for purchase in the first trimester of school, prior to the Veteran's Day performance.

8th grade students will be combining with the high school band for nearly all performances, and they will wear the same uniform as those students: see handout to be distributed at a later date.

School-Owned Instruments

Chester County Jr. High School furnishes some instruments for students to use. Typically, these instruments will include most percussion instruments, tuba, euphonium, and baritone sax. All other instrumentalists must procure their own instrument for use in band activities. Under special circumstances, and with limited quantity, we will be able to lend out instruments for other students to use. By signing the band handbook return page, you understand that, if while using a school-owned instrument you:

- Damage the instrument, the student using it is responsible for its repair
- Lose or irreparably damage an instrument, the student using it is responsible for replacing the instrument
- Understand that all school-owned property must be handled with care. Any reckless or vandalistic behavior dealt toward a school-owned musical instrument will result in loss of privilege of that student with any school-owned instruments.

Individually Owned Instruments

A quality band program requires quality materials and instruments. Students are required to purchase all necessary materials to ensure optimum performance conditions (i.e., mouthpieces, reeds, valve/slide oil, instrument swabs, drum sticks, mallets, etc.). Please contact Mr. Montgomery before purchasing an instrument to ensure it is of good quality. Buying a flute from Wax-Mart may be cost effective, but if it breaks one month after purchase, it will cost more in the long run.

Grading Policy

This assessment system is designed to allow a student to earn a grade that is indicative of his or her efforts. It rewards responsibility and improvement and encourages a student to be conscientious about his or her commitment to excellence in the band. Grading assessments consists of practice records, daily participation, concert participation, written tests, self-evaluations and playing grades. Each grading period varies slightly, so keep an eye out for email reminders!

Daily Participation (Embedded Assessment) - Goes toward 20% of final average

Each day a student enters the band room, they receive 20 pts. for their grade. Students who fail to come to class prepared, practiced, and on-time will end up with a lower grade than those who show up prepared for class. For each instance a student shows their unpreparedness, they will lose 5 pts. from their daily grade. See more in the behavior section.

Practice Records (Informal Assessment) - Goes toward 20% of final average

In order for anyone to be successful playing a musical instrument, practice is essential. One of the purposes in practicing is to develop the muscles needed to play a musical instrument. Only through daily practice will those muscles become strong enough to sustain a good sound on the instrument and maintain a steady rhythm as well as correct air support. Practicing should include a warm up time using long tones and scales, working in their basic fundamentals book, and working on the selected pieces of music for concerts. Practicing occurs outside of school class time and is an individual's time to prepare for our daily group rehearsals. In order to enhance the learning of our objectives presented in class, students are expected to practice outside of class time a minimum of 60 minutes per week. Please encourage your student to practice and remind them to use good practicing habits (be positive about their work, sit in a chair using good posture and a stand for the music) so time spent will be successful and helpful in class. Practicing is a valuable skill needed for successful students along with **P**atience, **R**esponsibility, **A**ttitude, **C**onsistency, **T**enacity, **I**magination, **C**oncentration and **E**nergy.

Practice records will be submitted on a form in Google Classroom (more info to come). Practice record forms should be submitted each week no later than Monday by 3:00pm. To submit the practice record form, go to your Google Classroom Band class on any computer, smartphone or iPad and select the current practice record. Complete the form, answering all multiple choice and short answer questions, sign it and select, "SUBMIT." Google Classroom band class codes will be given to students at the beginning of the school year. Students that fail to complete at least 60 minutes each week or do not submit a practice record form by Monday will not receive credit. Students that are ill, absent for multiple consecutive days, have an instrument in the shop for repair, etc. need to notate that information on their practice record form. If your student does not turn in the practice record then he/she will receive a 0/100 points for this assignment at the end of the week.

Playing Grades and Other Assignments (Formal Assessment) - Goes toward 60% of final average

Students are expected to work toward playing scales and arpeggios from memory, exercises in our method book, and/or excerpts of our current music. These will, when assigned as a playing test, count for a weekly grade. Playing grades will be conducted through video or in-person performance and submitted through Google Classroom or directly to my email at marcus.montgomery@chestercountyschools.org. Students choosing not to complete required pass offs will forfeit their opportunity to participate in band activities and competitions.

Concerts (Formal Assessment) - Goes toward 60% of final average

Concert attendance is mandatory at all public performances. Dates for these performances can be found in the Band Calendar of Events. Excused absences (student illness, emergency or death in the immediate family, religious holiday, or other reasons deemed acceptable by the director) must be approved prior to the performance and may be made up in a manner to be determined on a case-by-case basis by the teacher. An unexcused absence from any group performance will result in a grade of 0 for that performance. Organizing your schedule and keeping all parties informed can help you avoid unexcused absences.

Please do not allow the following to interfere with band functions:

- Routine medical appointments
- Transportation to a band event
- Community and school sponsored sports events

Additional consequences for missing a performance will include the loss of future performances or reward/trip privileges. Students who are not in full uniform will have points deducted from the 200- point concert performance grade.

Extra Rehearsals

Extra rehearsals are required. Although most of our work will be done during our class time, it is sometimes necessary to have extra rehearsals. If a student must miss a rehearsal, the parent should send a written excuse stating the reason for the absence. Students involved in other school-sponsored school activities will be expected to share their time equally.

Classroom Expectations

All school rules apply in the band room and at all band functions. By adhering to these expectations, we can maintain a highly respected reputation for the Chester County Junior High School Band program. Band students are expected to behave at a high standard; we represent our school and community in numerous events and are expected to be courteous, polite and respectful at all times. Students are expected to be present and on time for all rehearsals and performances. Cell phones and other electronic devices are not allowed during rehearsals or performances.

Classroom Rule: Act in a way which does not create problems for others.

Classroom expectations are:

- LISTEN - Do not talk or play while the conductor is engaged in teaching and/or on the podium. Listen the first time and allow others to do the same; be considerate while guests are in band room.
- BE PREPARED - Come to class with all your necessary equipment, band binder, fundamental music book, and a pencil. Students should come to class prepared, having completed all assigned at-home practice and equipped with all necessary supplies including their instrument and accessories. Have a clearly marked name tag on your case at all times through the year. Percussionists have each item, including sticks, marked.
- BE RESPECTFUL - Show care and concern for others belongings and feelings.
 - At all times students should act with courtesy toward the teacher and other students. Both their actions and words should reflect this courtesy.
 - Students are responsible for keeping all school property (instruments, music, binders, chairs, etc.) in good condition. We only have one room - let's leave it looking better than we receive it!
 - Students are responsible for keeping all personal musical equipment (instruments, binders, accessories, etc.) in good working order as well as respecting their peers' musical equipment. Never touch or play another person's instrument; including the school-owned instruments such as percussion equipment.
 - Students are responsible for helping maintain a neat and orderly classroom.
- BE DISCIPLINED – Take pride in your work and our classroom. Talk, play your instrument, or leave your seat only with permission. As soon as you enter the classroom, take your instrument out of the case and place the case back into your locker. Find your seat and have your music ready to begin.

Consequences

Responses as related to behavioral issues will include one or more of the following:

- Verbal Warning - Warn student of inappropriate behavior or disruption of class through direct eye contact, calling of name, etc...
- After Class - Have student stay after class for wasting valuable time; speak with child and have due process of inappropriate behavior. Student should sign a record stating this consequence and related action.
- Writing Assignment - Have student write supplied paragraph or a two-page report on subject related to content area. Student should get a parent signature on the writing assignment.
- Parent Phone Call / Conference - Teacher will conference with parents in person, phone or email.
- Detention / Office—Student will be given a detention for inappropriate behavior to be served in accordance with school policies. If the student continues the action or is a threat to others (e.g. fighting), they will immediately be sent to the office.

Communication

There are many opportunities for you and your student to know what is going on! Primarily, we use Remind to get out our information, but we will be setting up a Facebook page soon. Mr. Montgomery and Mrs. Sain are responsible for monitoring and teaching band classes during the school day so realize responses will take place as quickly as possible due to their schedules. You and your student may sign up for the Remind Text Service. Remind is a messaging system so your number will not be shared with others.

FOR PARENTS:
Handbook Signature Form

This is to acknowledge I have read and understand the requirements, expectations, and grading procedures as set forth by the Chester County Junior High School Band. I agree to support the band department by making sure my student complies with these policies and procedures and encouraging my child to do their very best in band. I also understand the consequences that will occur if he/she chooses not to follow them.

Parent Signature

Email Address if Available

INDIVIDUALLY OWNED INSTRUMENT INFORMATION

In case of an emergency, we would like to have your student's instrument brand and serial number on file. Complete the following and notify the band director of any changes throughout the year. Instrument Brand Name _____

Serial Number _____

BAND CALENDAR

Please take a moment to print the online Band Calendar of Events, once posted, place those events and dates onto your personal calendar, and let Mr. Montgomery know IMMEDIATELY if you have any questions or conflicts.

FOR STUDENTS:
Handbook Signature Form

This is to acknowledge I have read and understand the rules, requirements and grading procedures set forth in the Chester County Junior High School Band. By signing this contract, I agree to make a positive contribution to the CCJHS Band and adhere to these policies. I will also accept any consequences that will occur if I choose not to follow them.

Student Signature

Date