

# **Riverside High School Band**

## **2019-2020 Band Handbook**

Alisha Cardwell, Director of Bands- [acardwell@martin.k12.nc.us](mailto:acardwell@martin.k12.nc.us)

Welcome to the 2019-2020 school year as a member or supporter of the Riverside High School Band! In this handbook, you will find everything you need to know about classroom expectations, performances, grading, and other important information. If you have any questions, please email me at [acardwell@martin.k12.nc.us](mailto:acardwell@martin.k12.nc.us) or call the school at 252-792-7881.

### **Mission Statement**

The mission of the Music Department at Riverside High School is to provide students with a quality education that contributes to their knowledge of music, incorporates elements from core subjects, and builds 21<sup>st</sup> century skills.

### **Overview**

In this class, students will be asked to work individually and as a team daily to accomplish goals and meet expectations. Individually, students will be responsible for being on time and prepared for class each day. They will also be expected to fully participate in all rehearsals, lessons, and other given assignments. Being prepared includes: having all necessary materials to be successful for rehearsal, completing assignments by the due date, **as well as practicing at home** to prepare for rehearsal the next day. As a group, students will work together toward the advancement of the entire ensemble musically. This will be accomplished by students' full participation in all rehearsals and performances.

My vision as the teacher is for all students to develop an appreciation for music of all periods, types, and genres while they learn musical and personal skills. It is a sincere goal for students to develop a strong sense of professionalism and musicianship, as well as personal responsibility, self-discipline, leadership, communication, and collaboration before they exit this class. Students will accomplish this through performing, being exposed to new styles of music and experiences through music, working together to complete tasks, class assignments, and creating class goals and plans to achieve those goals.

### **Communication**

The best way to reach me is through my school email at [acardwell@martin.k12.nc.us](mailto:acardwell@martin.k12.nc.us). Before school, during planning periods, or after school you may call the band room phone by calling the school at 252-792-7881. I will not take phone calls during instructional class time. If there is an emergency or urgent situation that I need to be made aware of involving your student, please notify the front office when you call and that information will be relayed to me.

Please reference the Riverside High School Website for information, files, calendar, and other important information. My goal this year is to upload every paper that is sent home to the website so parents can always access it. The website URL is:

[www.riversidehighschoolmusic.weebly.com](http://www.riversidehighschoolmusic.weebly.com)

Please join the Marching Band Remind 101 class by texting @rhsmb19 to 81010. This will be valid for the entire fall semester.

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### **Supplies and Materials**

Students should have the following materials the first day of class:

- Working instrument
- All instrument accessories (reeds, neck strap, mouthpiece, valve oil, slide grease, cleaning cloth)
- Pencil at every rehearsal
- Binder with page protectors

**During most of the year I will have single reeds available for students to purchase. It is the responsibility of the student to plan ahead and keep extra reeds on hand. The band will not provide reeds to students for free. Pricing is dependent on instrument, brand of reed, and reed strength.**

Some reputable companies that I trust when purchasing instruments and accessories are:

Music and Arts- [www.musicarts.com](http://www.musicarts.com)

Big Note Music- [www.bignotemusic.com](http://www.bignotemusic.com)

Woodwind & Brasswind- [www.wwbw.com](http://www.wwbw.com)

Lonestar Percussion- [www.lonestarpercussion.com](http://www.lonestarpercussion.com)

### **Purchasing Instruments and Instrument Rentals**

When purchasing or renting an instrument, there is a lot to consider. The rule of thumb is “don’t buy your instrument where you buy your underwear.” If you are considering upgrading your student’s instrument, please allow me to assist you in the process. As a professional musician, I know what to look for in selecting a quality instrument. As an educator, I understand that many families are on a budget and that all students have different needs to be successful on their instrument. When looking for an instrument a few things to look for are:

- Brand name and model number
- Dents, scratches, cracks, and other body damage.
- Do all keys work?
- Are any screws missing?
- Do all slides move correctly? (brass)
- Overall condition of the metal or plastic?
- What condition are the pads and corks in? (woodwinds)
- Always do a playing test. If the store or person you’re buying from does not allow you to test an instrument, consider that a big red flag!
- Pawn shops and antique stores are generally not great places to purchase instruments, but there are exceptions. If you’re purchasing a used instrument privately from eBay or other various buy/sell/trade websites, be careful of getting tricked or hoaxed into buying a fake or broken instrument.

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### **School Owned Instruments**

At Riverside High School, we are fortunate to own a variety of instruments for students to use through the school year. For every school owned instrument loaned out to a student, there must be a form filled out and kept on file for the duration of the instrument loan. On this form will be the students name, instrument and serial number of the instrument, condition of the instrument and case, a list of everything that is included with the instrument at the time it was loaned, and both a parent and student signature. This is to ensure that we keep a record of who has what instrument and can track the instrument's condition over time, as well as have a standing agreement of how the instrument should be cared for and protocol for handling damage to the instrument.

### **Instrument Repair**

All minor repairs for general wear and tear can be fixed on the spot most of the time. For more detailed repairs, the instrument will typically be sent off to a shop to be fixed. For student owned instruments, the cost to be fixed will be billed to the family of the student. For school owned instruments, the cost for repair will be determined based on the extent of the damage and whether it was of malicious intent or if it is an accident or unavoidable damage. School owned instruments will be sent to Music and Arts for repairs. Student owned instruments may be sent there as well through our representative, or you may take the instrument to another repair shop that you feel comfortable with. I ask that in the case that a student's instrument is sent off for repairs that the student have a replacement instrument to use during that time. Many repair companies will loan out replacement instruments to use during the time it takes to fix the student's instrument. If I have a replacement instrument in the school inventory to loan, I will be happy to do so, but that may not always be the case for every student based on availability.

### **Attendance**

**Attendance is absolutely vital for the growth and success of the entire band.** *The only excusable absences are prearranged school conflicts and those that would be excused by the school for regular attendance records, e.g. illness, a death in the family, or a religious holiday.* Individual needs will be addressed as they occur. This system is a subject to modification by the director. If you will be absent for a rehearsal or performance, you must fill out an absence excuse form and turn it in at least two weeks prior to the absence. Paper forms are located in the front of the band room. You may also fill out a google form on the band website in the "contact" section. Students who have unexcused absences for marching band rehearsals or performances will not be permitted to perform at halftime of the next football game. A phone call or parent meeting will be set up for students with habitual absences or tardies.

### **Band Curriculum**

#### *Classwork and Participation Grades*

This year in band, we will be focusing mainly on developing the individual musician first, then developing the ensemble. Most days we will begin with bell work at the beginning of class which will sometimes be

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a review of the lesson the day before, or ask an essential question to get the students thinking musically at the beginning of class. Every day we will go through a developmental series of exercises at the beginning of class, then put it all in context with the full ensemble for the end of class. Both of these sections will be graded for completion and participation in the classwork category. The *developmental series* includes:

- Breathing
- Long tones
- Lip slurs
- Articulation studies
- Chord progressions
- Scale technique
- Tuning
- Chorales
- Sight Reading

Classwork grades will reflect the assignments done in class, such as rhythm work, bell ringers, listening activities, and reflections. Every student will start each day with a 100 participation grade, which will be lowered based on the students' non-participation which includes but is not limited to the following:

- Not being prepared for class (no pencil, no instrument, or no music)
- Not playing or doing the assigned task
- Talking excessively when rehearsal is in progress

### *Playing Tests*

Regular playing tests will be posted in Google Classroom the week before they're due. These will be conducted on sections of music or the development series that we are working on in class at that time. Students can complete playing tests through google voice or during designated Knight Lunch periods.

### *Final Exam*

The final exam will be a playing test of a given piece of music or technical studies that the student must prepare using the skills developed in class. The playing portion and rubric will be announced to students in advance as well as posted on the band website in the student section. Rehearsals and review sessions for will take place during class. Help sessions will take place during Knight Lunch or after school upon request.

### *Rehearsals and Performances*

Attendance to rehearsals and performances is 25% of the student's grade. When band members are absent from rehearsals and performances, the entire group suffers. With the nature of this activity, attendance is a high expectation and should be treated as such. If a performance or rehearsal is missed, the grade can be made up by speaking with the director for an alternate assignment. Individual situations can be handled at the discretion of the band director. Please refer to the attendance policy for

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more information on what is an excused and unexcused absence. All rehearsals and performances will be in the "Performance" category in powerschool.

### **Grading Policy**

#### **6 Weeks Grading:**

Classwork- 20%

Participation- 30%

Playing Tests- 20%

Performances and Rehearsals- 30%

### **The Importance of Attitude**

The greatest single factor that will determine the success of any individual or organization is attitude. The kind of person you are is an individual choice, and how you feel about something is one of the few actual independent choices you have in life. It takes intense dedication to reach goals. Students should learn to discipline themselves to practice fundamentals daily. The right attitude must be present along with sincerity, concentration, and dedication as the basic foundations. Such an attitude makes an artistic performance inevitable and is the difference between a winning organization and a mediocre group. The band can do much for you. Make the most of it in every rehearsal and performance.

### **Cell Phone Policy**

Cell phones are not permitted in rehearsal in or outside of school unless otherwise noted by the teacher. Students who are on their cell phone during instructional time will have their phone taken until the end of class. Repeated offenses will result in the phone being placed in the front office until the end of the school day. If cell phones become a habitual issue in class, they will be collected at the beginning of class and given back at the end of class every day.

### **The Importance of Discipline**

Because of the nature of the organization, band discipline must be strict! Band students and parents must believe in the ideals, principles, and philosophy of the organization. Each member must always be aware of good behavior and think for him or herself. Any misconduct casts a bad light on the school, community, and band program. Any member who discredits the organization by his or her conduct or action in band, in another class, or on trips shall be subject to dismissal from the band program or may lose a privilege within the program. These decisions will be made at the discretion of the principal and band director.

### **How Parents Can Help**

When a band question arises, it is important that you get factual information before discussing it with others. If questions arise, it is important to remember this axiom: If it is a performance issue or anything

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dealing with the band proper, contact the band director. If it is a fundraising question or anything dealing with parent issues, talk with the band booster president. Certain situations may warrant a meeting with administration.

Here are ways parents can help support their child and the band program:

- Show an interest in the musical study of your child.
- Arrange a regular time for your child to practice.
- Keep the instrument in good repair, and have extra reeds on hand.
- Be extra careful with school owned instruments, repair costs are high!
- Teach your child to be fully prepared and on time to each rehearsal
- Attend band activities.
- Keep a band calendar visible in your home.
- Refer to the band handbook often.
- Volunteer to help with fundraisers, competitions, football games, and concerts.

### **Rules and Procedures (Marching Band and Concert Band)**

- Shoes and socks must be worn at all times for outside practices.
- Chewing gum is not permitted during a rehearsal or in the band room.
- Each band member must respect his or her band uniform and wear it properly at all times.
- Be in your seat/section ready to begin on time.
- Students will remain in their sections ready to play at all times (no wandering around and putting instruments down)
- Cell phones are not permitted in rehearsal or class unless on a break or if asked to use it for a particular reason. The school cell phone policy is in place any time the students are rehearsing.
- Respect authority and others, including their personal property.
- Jewelry should not be worn in uniform.
- Students will remain with the band after games and be dismissed as a group.
- Students may practice in the band room before and after school.
- Students may not use the back door of the band room during school hours.
- Put instruments and books away in designated areas after use.
- Keep the band room clean and organized.

### **Performances**

#### *Performance Attire*

For concert band, students will be required to wear “concert black” attire. Students should wear professional dress clothes to concerts and strive to look their best. This means: Females (a combination or choice of): Black pants, black skirt, black dress, black blouse, black shoes, black stocking tights, etc. Males: Black pants, black shoes, black socks, black tie or bowtie, white dress shirt.

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### *Attendance*

Students are required to attend all performances. Please refer to the attendance policy for more information about what is an excused and unexcused absence. Attendance to rehearsals and performances is 25% of the student's grade.

### **Marching Band Performances**

Students who are in marching band are required to attend all marching band performances. Please refer to the attendance policy for more information about what is an excused and unexcused absence.

### *Attire*

During football games and competitions, students are not only representing the band, but the school and county as well. At these events, all students must wear their Riverside Marching Knight show shirt to identify them as a part of the group. Students will be expected to act appropriately while on any trip and while wearing any RHS apparel.

Students must always wear the uniform correctly and act appropriately. This includes:

- Running, eating, swearing, or misbehaving in uniform is prohibited.
- You must wear black socks in uniform.
- All hair should be pulled back neatly, out of the face. For longer hair, it must be in a bun and stuffed into the shako.
- Marching Shoes are the only shoes permitted to be worn as a part of the uniform.
- Show shirts must be underneath bibs for every competition.
- All wind players will wear gloves.
- You may only wear parts of the uniform in this order:
  1. Show shirt and black socks
  2. Bibs and marching shoes
  3. Gloves
  4. Jacket
  5. Shako
- You may NOT wear the shako unless all other parts of the uniform are on and everyone else has the shako on their head (we will go over this in rehearsal)
- When you are not wearing the jacket, it must be folded neatly and placed in a safe space.
- No sitting on the ground in uniform. Bleachers and chairs are fine.

***Some ideas, sections, and quotes in this handbook were taken from the book "Habits of a Successful Band Director" by Scott Rush***

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Please sign, date, and return this portion of the handbook.

I have read the 2019-2020 band handbook entirely. I understand its policies, standards, and procedures that are required for membership in the Riverside High School Band.

Parent/Guardian:\_\_\_\_\_ Date:\_\_\_\_\_

Parent Email:\_\_\_\_\_

Additional Parent Email:\_\_\_\_\_

Student:\_\_\_\_\_ Date:\_\_\_\_\_