

MARION
CENTER
CONCERT
BAND
HANDBOOK
2014-2015

Mr. Jon Schaller
Instrumental Music Director

SCHEDULE

IUP Jr. High Band Invitational

November 8th @IUP

PMEA District Jazz Auditions

November 19th @Brookville

Band Holiday Concert

December 4th

IUP Sr. High Band Invitational

December 5th – 7th @IUP

PMEA District Band

January 8th-10th @Homer

ICMEA County Band

January 16th-17th @MC

PMEA District Jazz Band

TBD

PMEA Region Band

February 12th-14th @Leechburg

PMEA All State

March 25th-28th @Hershey

Jr. High BandFest

TBD @Cranberry

Band Spring Concert

April 29th

Welcome to Marion Center's instrumental music program. Through the courses available through this division, we hope that you will broaden your knowledge of your instrument and the field of music. With this knowledge, we desire that you will be able to leave Marion Center High School better prepared to meet the challenges that you may encounter and to live a fruitful life.

The purpose of this handbook is to provide you with information about Marion Center's instrumental program. This handbook will outline basic expectations in our classroom and extracurricular ensembles as well as overall behavioral and equipment expectations. To meet the standards of excellence that is expected by this organization, it is expected that every student and his or her parent be familiarized with the policies outlined within this handbook.

It is hoped that the majority of questions that students and parents may have regarding our instrumental music program is answered within the pages of this handbook. However, if this handbook does not answer a problem or question that may arise, the student and/or parent should seek out the explanation of the director.

COURSES/ENSEMBLES

- **Concert Band (Full Year, Grades 9-12)**

The Concert Band is the instrumental music program's premier ensemble. This ensemble is required for any musician wishing to perform in any other ensemble. The concert band will meet daily for one class period to prepare the instrumental musician in the traditional concert band tradition. The repertoire of this ensemble is comprised of quality pieces of musical literature chosen from a wide variety eras and styles, including but not limited to orchestral transcriptions, traditional concert band standards, and jazz/pop favorites. The ensemble will perform two concerts during the year.

- **Jr. High Concert Band (Full Year, Grades 7 and 8)**

The Jr. High Concert Band is the instrumental music program's foundational ensemble. This ensemble is required for any musician wishing to perform in any other ensemble. The jr. high concert band will meet daily for one class period to prepare the instrumental musician in the traditional concert band tradition. The repertoire of this ensemble is comprised of beginning quality pieces of musical literature chosen from a wide variety eras and styles, including but not limited to orchestral transcriptions, traditional concert band standards, and jazz/pop favorites. The ensemble will perform two concerts during the year.

- **Marching Band (Full Year, Grades 7-12)**

The marching band is the music ensemble that is most visible to the community. The marching band is a representative of the school and its students to the public. Membership is open to any concert band student in grades 7-12. Because of the marching band's status as an extra-curricular activity, it is not required for all instrumental music students to participate. However, it is strongly encouraged and suggested, since class time will be spent on the marching band's repertoire.

- **Jazz Band (Full Year)**

The jazz band is an opportunity for students to further their musical study in the genre of jazz as well as latin, swing, and rock music styles. This ensemble is available to students in the high school concert band as well as students in the jr. high concert band. Juniot high jazz band is scheduled during a mutually agreed upon time. Sr. High Jazz band meets in the evening or after school weekly for an hour at a time and day convenient to the majority of those interested.

- **Lessons/Sectionals**

Lessons are opportunities for students to receive more individualized attention on their instruments and to work on their technical and musical skills at their own pace. Every student who is enrolled in Concert Band grades 7-12 is required to participate in a weekly lesson. Lessons will be grouped with like instruments and as a result will sometimes be utilized as sectionals to rehearse literature being learned in concert band.

- **PMEA District/Regional/State Band, County Band and other Honors Groups**

The Pennsylvania Music Educators Association has in place several interscholastic instrumental music honor groups for students in grades 10-12. The lowest of which is District Band. Application to this group is encouraged of all students; however, the director and PMEA determine final approval. Through chair placement at District Band, acceptance to Regional Band is determined. Likewise, chair placement at Regional Band determines acceptance to State Band. A county honors band is available each spring for students from each county middle school and high school. Application to this group is encouraged for all students; however the director and the county high school music association determine final approval. Other instrumental music groups may come to the attention of the director throughout the year and discussed with interested students.

ATTENDANCE POLICIES

- **Class Attendance**

It is understood that all rules and regulations according the Marion Center Middle and High Schools' Student Handbooks will be followed. Students are expected to be in the band room during their scheduled time. Students who are found to not be in attendance without an approved excuse will be given a "0" for the day as well as reported to the office for disciplinary action.

- **Lessons**

Lessons for each student will be scheduled every week on a 4 period rotation. As a result, a student should not miss a class more than 3 times within a nine-week grading period. Even so, students may need to attend their regularly scheduled class because their lesson may fall on a test or review day. Lesson schedules for the week will be posted in the band room every Monday. Students are to notify the director beforehand if they will miss a lesson.

- **Performances**

Attendance at every performance is mandatory. Conflicts with scheduled performances MUST be discussed with the director BEFORE the performance date.

Attendance is discussed further in the GRADING POLICY section.

REHEARSAL AND PERFORMANCE PROCEDURES

- **Band Rehearsal Procedures**

1. The in-school meeting of the concert band class is known as a rehearsal. Rehearsals are designed to learn about music, develop listening and playing skills, and solve problems as an ensemble.
2. It is through rehearsal that we as a performing ensemble are able to set goals and work to achieve these goals for a set performance. However it is up to the individual to ensure that he or she is adequately prepared for a performance (and rehearsal) by practicing outside of class time.
3. Every student is to bring his or her instrument, music, pencil, and other necessary equipment to each and every rehearsal.
4. Talking is appropriate before and after rehearsal. Talking during class time is not permitted unless the director is not on the podium or a student has been called upon for comment.
5. Chewing gum, eating, drinking, studying, reading, or game playing is not permitted during rehearsal. Remember, rehearsal is class-time.
6. Good posture is crucial to playing one's instrument in a satisfactory manner. Good posture improves tone quality and breath support. Therefore, while playing the student should not be slumping or crossing his or her legs.

7. The chalkboard will have the agenda for the day's rehearsal. This is for the student's benefit. Please take advantage of this information by organizing your music to the rehearsal order before class begins.

- **Performance Procedures**

1. Every student will receive schedules of performances the band will be attending throughout the year within the first few weeks of school. It is the student's and his or her parent or guardian's responsibility to keep these performance dates free from conflict.
2. Meeting times and locations will be announced before the date of the performance. The student should report at these times and locations rain or shine. If there is a question about the performance location and/or time, feel free to call Mr. Schaller.
3. If the performance has been designated with a performance dress code, students are to remain in full attire once dressed.
4. It is during a performance that the student is most visible to the public eye. Therefore, it is absolutely necessary that the student act in a behavior worthy of being a representative for Marion Center School District.

MUSIC SUITE USAGE POLICIES

1. Music folders, instruments, and other equipment should be placed in the appropriate storage areas while not in use. Instruments will NOT be left in the band room and music will NOT be left on the stand.
2. Books and personal belongings should not be left in the music suite overnight. The instrument locker is not a place to store anything besides the student's instrument and performance equipment.
3. Trash should be placed in the appropriate containers and not on the floor.
4. Shouting, banging on percussion equipment, and horseplay is not permitted within the music suite.
5. No student may be in the director's office without the permission of the director.
6. No student may be in the music library or repair room without the permission of the director.
7. Students must inform the director before using a practice room. Practice rooms are for practicing, not socializing

GRADING POLICIES

Grades will be determined by the system below:

- **60% - Playing Exams** - Playing exams will be assigned on a regular basis. Approximately three will be given each 9- week grading period. These exams will include scales and selected passages from the current ensemble repertoire. The teacher

will give the student adequate time to prepare and assess the student to the appropriate grade level. Students will also be required to play from memory three major scales each grading period.

- **Concerts** – Concerts are seen as a final exam for the grading period or semester in which they are given. As a result it is in the student’s best interest to make all possible arrangements to perform in all scheduled concerts. A student will receive an automatic 100% for a performance grade if he or she is in attendance and performs all of his or her required duties. However, the director understands that conflicts may occur. A student may only be excused from a performance because of illness, a death, or prior engagement (something that was in place BEFORE the performance schedule was announced). The student’s parent or guardian must talk with the director BEFORE the performance to be excused. If the absence has been approved the student must perform his or her instrumental part alone for the director to grade as a performance grade. The playing exam rubric will be used for the grading. If a student has an unexcused absence from a concert or performance, the student will receive a **zero** both in the playing exam category and the preparation and participation category without the ability to earn extra credit or perform a make up performance.
- **20% – Written Assignments** – The teacher will occasionally require written work related to subject matter presented in class. This may include a journal of weekly goals and music recordings presented in class, CD or concert reports, self and group evaluations, written assessments on music theory, history, and style, or written reports on music history or musical programming.
- **20% – Ensemble Skills** – A student in the concert band will receive **three** points per class period. One point is given if a student is adequately prepared for class by bringing all required materials including instrument, instrument accessories, a pencil, music, and any required assignments. The other two points are reserved for class ensemble skills own as “quality points”. A student may lose quality points by being tardy, talking excessively, disrupting the flow of classroom instruction, or the unwillingness to participate. Even if a student does not bring his instrument to class he or she can still participate by following along in the music and practicing his or her fingerings or stickings on a pencil or lap! If a student loses both quality points in a class period he or she will be given a detention with the teacher. If a student does not show up or refuses this option he or she will be referred to the building administration for disciplinary action.
- **Extra Credit** – A student may earn extra credit in several ways. He or she may turn in a weekly practice sheet. He or she may have an extra individual lesson with the teacher or a private studio teacher, or he or she may participate in a band festival. An unexcused absence at a concert will result in all earned extra credit opportunities becoming void including previously earned points.

- **Letter Grades** – The letter grades A, B, C, D, and F will be assigned to the correlating percentage points earned. The specific breakdown is in accordance to Marion Center Middle and High Schools’ policy and can be found in the student handbook.

MUSIC PROCEDURES

- **Use and Care of Music**
 1. Music assigned for ensembles should be kept in the appropriate folder when not in use.
 2. Music folders are to be kept in the assigned areas for storage.
 3. Music should not be marked with anything except a pencil.
 4. Do not fold, tear or otherwise damage music.
 5. The student will be charged for lost or damaged music at the cost of its replacement.
- **Music Library**
 1. Students are not permitted in the music library without permission from the director.
 2. Students are welcome to check out music from the music library.
 3. Music available includes solos, small ensemble pieces, and large ensemble pieces.
 4. Students must first seek verbal permission from the director to check out a piece of music.

INSTRUMENT REPAIR, CARE, AND SUPPLIES

- **Instruments**

Students are encouraged to purchase or rent their own instruments. If asked for, the director will provide a list of preferred instrument brands and dealers will be gladly given to the student. It is understood that some instruments are too costly for students to purchase. The school has instruments available for student usage if needed.
- **Instrument Repair**
 1. Students are responsible for keeping their own instruments in good repair including school-owned instruments.
 2. Repairs are only to be done by certified professionals. At home repairs are discouraged. Students are encouraged to fix their instruments only under the supervision of the director.
 3. Minor repairs will be done by the director in the band office.
 4. Repairs beyond the capability of the band director will be sent to the school-endorsed repair shop.

- **Instrument Care**

1. Brass Instruments

- a. Clean by disassembling slides, valves, and mouthpiece from the horn and immersing the parts in lukewarm, soapy water for 15-30 minutes.
- b. Clean the piping thoroughly with a pipe snake made for your instrument.
- c. Clean the mouthpiece regularly with a mouthpiece brush to avoid sickness.
- d. Oil all valves and needed, and grease slides as needed.
- e. Polish the outside lacquer with a clean cotton cloth.

2. Woodwind Instruments

- a. Swab instrument after every use.
- b. Check regularly for worn and/or leaking pads.
- c. Keep corks greased.
- d. Keep at least two playable reeds at all times and keep them protected in a reed guard.
- e. Saxophones and flutes polish the outside lacquer with a clean cotton cloth.

3. Percussion Instruments

- a. Students are responsible for the purchase, care, and maintenance of their own sticks and mallets.
- b. Keep the protective covers on the instruments when they are not in use.
- c. Protective covers should be folded up neatly when taken off of the instrument.
- d. Keep all objects except for protective covers off of the percussion instruments. They are not tables.
- e. Do not unnecessarily bang on the instruments. They will break, and the student will be responsible for paying for the appropriate repairs.

- **Supplies**

Reeds, valve oil, slide grease, and cork grease are available in the band office for student use. However, it is asked that students purchase the objects for its retail price.

Other supplies can be ordered through the school-endorsed dealer by talking first with the director.

CONCERT ATTIRE

- **Concert Band and Jazz Band**

1. In simplest terms, the concert attire for all concerts is black and white. All clothing must meet school dress code standards.

2. It is recommended for boys to wear black dress pants, black dress shoes (no sneakers), and a white button up dress shirt. A tie is optional.
3. It is recommended for girls to wear black dress pants, black dress shoes (no sneakers), and a white blouse for concert performances. Tasteful and appropriate jewelry is permitted to be worn.
4. Other combinations of black and white may be appropriate. When in doubt, please ask the director.

CHAIR PLACEMENT

For junior high and senior concert band, chair placements may be used at the discretion of the director. Students will be placed on parts as determined by their ability levels.

If chair placements will occur, students will be given notification and the selected audition piece at least one month prior to chair placement. Students will audition and be scored according to a rubric to detail musical and technical ability. Students will be placed by chair and part up to 50% of the section. As a result, student placing in the lower half of the section will NOT know their exact chair nor will their classmates. A student may challenge his or her chair placement only once every nine weeks grading period. To do this, the student must meet with the director and set up a hearing with the student(s) he or she is challenging for chairs.

*****RETURN TO THE DIRECTOR*****

*MARION CENTER INSTRUMENTAL MUSIC
HANDBOOK*

I, _____, have read and understand the policies of the Marion Center Instrumental Music Department and have agreed to follow its provisions.

Signature of Student

Date

Signature of Parent or Guardian

Date

