2017-2018

COVENTRY MIDDLE SCHOOL BAND HANDBOOK

Mrs. Beth Lewis, Band Director
Coventry Middle School
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Student:_____

Performances

Date	Day	Performance	Time	Location	Ensemble
9/12/2017	**Tuesday**	**8th grade Rehearsal with Marching band**	**2:30- 4:00 PM**	**TBA**	**8th Grade Band**
9/15/2017	**Friday**	**Middle School Band Night**	**TBA**	**Stadium**	**8thGrade Band**
12/05/2017	**Tuesday**	**Holiday Concert**	**7:00 PM**	**CMS**	**6th, 7th, & 8Th Grade Band**
2/16/2018	*Friday*	*Band Laser Tag*	*11:00 PM*	*Fairlawn*	*Optional 6th, 7th, 8th Grade Bands*
3/1/2018	**Thursday**	**Winter Concert**	**7:00 PM**	**CMS**	**7th/ 8th Bands**
4/7/2018	*Saturday*	*OMEA Solo and Ensemble*	*TBA*	*Kent*	*Optional 7th, 8th Grade*
4/26/2018	**Tuesday**	**Spring Concert**	**7:00 PM**	**CMS**	**5th & 6th Grade Bands**
5/1/2018	**Tuesday**	**Spring Concert**	**7:00 PM**	**HS Theater**	**7th, 8th, and HS Bands**
5/11/2018	**Friday**	**OMEA Large Group**	**TBA**	**TBA**	**7th & 8th Grade Bands**
5/12/2018	*Saturday*	*CometStock*	*TBA*	*HS Theater*	*Pep Band*

Concert Apparel

Grades 6th and 7th

Our dress code for concerts will be solid black dress pants, a band shirt, and black shoes (no heels, tennis shoes, or flip flops). Band shirts are $12.00. We will use the same shirts as the choir, so students in both will only need to purchase one shirt. Please contact me if you have difficulty in acquiring these items.

8th Grade

Since many of our 8th grade students have outgrown their band shirts, the 8th grade band members will wear to following for concerts:

Boys: Solid black dress pants, black socks, black shoes (no heels, tennis shoes, or flip flops) black button down shirt. Ties will be provided.

Girls: Solid black top, solid black dress pants, black shoes (no heels, tennis shoes, or flip flops). Shirts and pants must be school dress code. Also, shirts must have sleeves.

Concert Attendance

Concerts are a special opportunity for students to demonstrate what they have learned about their instruments as well as concert etiquette. Every band member is important to the overall sound and success of the group. This experience cannot be recreated, therefore it is imperative that students attend every concert. However, I understand that there are certain circumstances that make participation in a concert impossible.

Emergency Absences - The following emergency absences from a concert will be excused: illness, family emergency, or a death in the family. I will need a written note from a parent or guardian to document the absence.

Other Extenuating Circumstances – Other absences may be excused at the discretion of the band director. In order to be excused, notice must be given in writing or in email at least one week before the concert. Please note that the following absences will NOT be excused: lack of transportation, birthday parties, school work, or baby-sitting.

Expectations

Classroom Expectations

BE PUNCTUAL, PREPARED AND POLITE!

Playing in band is a joyful experience when all members take care of their individual responsibilities. Students need to come to class on time, bring the necessary materials, and try their very best. Following these expectations will ensure the success of each student and the band as a whole.

Materials
Students need to bring the following materials to class everyday:

Instrument	Pencil	Folder	Music	Reeds(cl/sax)

Turning in paperwork/money
Any paperwork such as handbook contracts, school forms , and written work is to be turned into the form bin before class. Any money such as school fees/shirt order money must be in an envelope clearly marked with the student's name and turned into the locked drop box. Both the bin and drop box are located on the left of the entrance. Students should turn these items in as soon as they enter the room.

Instrument Care
Instruments must be kept in good working order for students and the entire band to succeed. This requires quick daily maintenance and for some instruments a supply of either reeds or valve oil.

Flute	A swab or small piece of fabric and a tuning rod. Must be swabbed after every use.
Oboe, Clarinet, Bass Clarinet, Bassoon	A swab and at least two extra reeds at all times. Must be swabbed after every use.
Alto Sax, Tenor Sax	A swab, an end cap, and at least two extra reeds at all times. Must be swabbed after every use and stored with end cap in place.
Trumpet, French Horn, Trombone, Baritone, Tuba	Valve/slide oil. Water must be emptied after every use. Valves and slides should be oiled before band, not during.
Percussion	A stick bag with at least one pair of snare drum sticks. Sticks must be stored in students' assigned cubby.

It is also recommended that students take their instrument to a music shop once a year for a check-up.

Reeds
Students who play a reed instrument are responsible for providing their own reeds. It is recommended that students buy an entire box at a time, it is more cost effective and they will need them! A site with great prices is http://www.interstatemusic.com. There are some reeds available for purchase for EMERGENCIES ONLY from the directors. Students must have $3.00 to purchase a reed this way.

Instrument Repair
When students experience a problem with their instrument, they need to see a director AFTER CLASS. If a simple repair that can be performed by a director is needed, students should leave the instrument on the repair shelf located just inside the sectional room.

If a more serious repair is needed for a student-owned instrument, students have the option of leaving their instrument to be picked up and repaired by Taylor Band. Students and their families are responsible for the costs of repairs made to their personal instruments.

Students using a school-owned instrument will pay an instrument maintenance fee of $30. This money will go towards maintaining the instruments and eventually replacing instruments that cannot be repaired. Please note that $30 is only enough to cover standard repairs for normal wear and tear. If severe damage occurs from misuse of the instrument, students will need to cover the costs of those repairs in addition to the fee. **Please see attached instrument contract.*

Recommended Music Stores

Taylor Band and Orchestra
2526 Wedgewood Dr, Akron, OH 44312
(330) 733-4131

Pellegrino Music
5040 Everhard Rd NW, Canton, OH 44718
(330) 498-8400

Musician's Repair Service
871 Moe Dr A 11, Akron, OH 44310
(330) 633-3631
(hours are limited call ahead first!)

Grading Policy

- Participation 400 points (about 5 points daily)
- Playing Assessments 46 points (24 points each, about 2 per quarter)
- Written Work 20 points (10 points each, about 2 per quarter)
- Supply Checks 10 points
- Concert Attendance 100 points

All grades will be recorded weekly in Progress Book.

Participation
Every student will receive ten points per day. If a student did not earn all of his or her points for that day, the comment will explain why.

T (tardy)	In room by the bell, in assigned seat with instrument assembled and music a few minutes later.

F (folder/pencil)	Appropriate folder with all music, method book, and a working pencil.
I (instrument)	Instrument assembled and ready to play. Valves/slides oiled.
P (posture)	Correct playing position: feet flat, tall back, back not touching chair (except bassoon and tuba).
G (gum)	Any foreign object in mouth: gum, candy, etc.
OT (off task)	Student is off task and/or needs to focus.
SO (shouting out)	Talking out of turn.
MS (music stand)	Students are responsible for setting up a music stand BEFORE class and putting that stand away.
M (miscellaneous)	This can include continued neglect of one of the above areas...conduct, focus issues, etc.

Playing Assessments

Playing quizzes will be given during band class in small groups or sectionals. I will select music that can be easily mastered by the students with some preparation. I will be available for re-tests and tutoring if a student needs extra help with his or her assignment.

Written

Occasional written work will be assigned and completed during class. The handbook contract is the first written assignment.

Supply Checks

To help students form good habits with responsibility and instrument maintenance, we will do periodic checks for the following:

Instrument stored in correct locker with name tag (extra name tags available in band room)
Valve oil and slide grease (brass only)
3 or more reeds (oboe, bassoon, clarinet, saxophone only)
Swab (woodwinds only)
Music folder with music
Method Book
Pencil

Method Book

We are very proud of the progress of our students. Because our students are achieving at a higher level each year, they will need a new challenge for this school year and therefore will need to purchase a new method book. These books are available Taylor Band and Pellegrino Music (see addresses on previous page) and can also be found on many online retailers. Students will need these new books by Monday, October 2nd. Please contact Mrs. Lewis if you are unable purchase the book.

8th Grade	**Essential Elements Book 2**
7th Grade	**Essential Elements Book 1**
6th Grade	**Essential Elements Book 1**
5th Grade	**Standard of Excellence Book 1**

Band Member/Band Section of the Week

We want to celebrate the successes of our band members! Once a week, a student and section of each band will be recognized for their hard work. These students will have their name posted in the band room, receive a small prize, and be eligible in a raffle for larger prizes at the end of the year. They are also given the chance to carry the banner for the high school marching band at football games.

Band Handbook Contract

Parents and students please sign and return this form by
Friday, September 1st

Student Agreement:
I have read the Band Handbook and agree to follow the policies and procedures of the band. I will also make all necessary arrangements to participate in all required performances and rehearsals.

Signature:_____ Date:_____

Print Name:_____ ◯5th ◯ 6th ◯ 7th ◯ 8th

Parent Agreement:
I have read the Band Handbook and I am aware of the classroom expectations, performance requirements, and policies of the Coventry Middle School Band.

Signature:_____ Date:_____

Print Name:_____

Parent Email: _____ Phone: _____

Thank you! We are looking forward to having you as a part of the band!

The Coventry Middle School Handbook is now online!

You can view the entire band handbook online at https://coventrybands.com/middle-school-bands. You can also fill out the handbook contract on the same page.

Remind 101

You can get notifications about concerts and all other band activities sent directly to your phone.

For Parents: Text @kb4b3e to the number 81010

For Students: Text @coventrymi to the number 81010

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**Don't forget to check the handbook for details about concert dress and concert attendance policy.

Thank you! We are looking forward to having you as a part of the band!

Be a Part of the Coventry Band Parents!

First Meeting Monday, September 11th

- All Meeting are at 7:00 P.M. in the High School Band Room.
- Meetings will be on the first Monday of every month
- It is never too early to get involved!

Interested in helping? Please fill out the following form:

Name _____

Phone _____ E-mail address_____

Work Phone_____ Preferred method of contact _____

I would like to assist the band program in the following ways
(please check all appropriate areas)

___ Fundraising

___ Chaperoning student activities

___ Planning student activities (parties, trips)

___ Aid in setting up for concerts

___ Communication and Publicity

___ Other (please comment)

Optional Fundraising Opportunities

Be on the lookout for more information about the following:

Fruit Sale- November

Ornament Sale- November /December

Chipotle Fundraiser- TBA

Play-a-thon - TBA

Check out the band's website!

coventrybands.com