

# *Sartartia Middle School Jaguar Bands*

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Welcome to the band program at Sartartia Middle School! The purpose of our program is to provide a strong background in instrumental music through daily instruction and public performance. In addition to musical skills, each student will develop skills in teamwork, citizenship, leadership, good sportsmanship, and responsibility that will serve them well not only in music, but in life. This training allows our graduates to become successful members of any high school or college band with a minimum of readjustment.

The Sartartia Middle School Bands are known for their accomplishments. This requires cooperation and dedication from all those involved—students, parents, directors, and administrators alike. We have prepared this handbook to inform all stakeholders of the procedures and activities of the SMS Bands. These procedures reflect those of FBISD and SMS. All district and campus rules and expectations apply to all band activities, contests, and performances.

By accepting membership in the SMS Bands, you agree to perform to the best of your ability and to work together with the band staff in making this year's bands the finest musical organization that our combined efforts can produce. We do not expect every person in the band to become a virtuoso musician or performer. We DO expect mature, responsible attitudes and actions, and lots of hard work! Report promptly to rehearsals, classes, and performances with your required equipment and supplies in working order. Practice sufficiently to be able to perform your part well, and give your most outstanding effort—every time, all the time!

The success of any organization is dependent on the spirit, pride, leadership, teamwork, dedication, and determination of its members. Certain rules, policies, and procedures are necessary to insure that the overall goals of the group are met and the welfare of each individual member is best served.

Please read the information carefully and submit the following forms by Monday, August 31, 2015:

- 1) Handbook/Addendum for MS Band and Orchestra/Band Calendar and Rehearsal Schedule Acknowledgement Form (1 page)
- 2) Medical Release Form

Our most updated band calendar is located at the back of the handbook, as well. Updates will be made on Charms as they come available. If there are any questions or concerns, please feel free to call or email me for assistance. We will return your call or email as soon as possible.

We look forward to working with each of you to make this a monumental year for the SMS Jaguar Bands!

Mrs. Julie Amos, Director of Bands, Sartartia Middle School  
Mr. Edward Odeh, Associate Director of Bands, Sartartia Middle School

## *Sartartia Middle School Band Course Description:*

### *Wind Ensemble, Mrs. Julie Amos, Director*

The Wind Ensemble is the premier performance group at SMS. Membership in the Wind Ensemble is by audition only and consists solely of students in the 7th and 8th grade. Students earning membership in the Wind Ensemble must demonstrate an advanced degree of proficiency on their instruments and show excellent potential for improvement. Also, the student will consistently demonstrate a positive attitude and healthy work ethic.

Wind Ensemble members will have a **required** section rehearsal before or after school once a week that will count for a **double daily grade per district policy**. Rehearsals held outside of school hours ALSO count as a double daily grade.

Members of the Wind Ensemble **are required** to participate in the following activities:

FBISD Band Night	Varsity FB game performance for respective feeder HS
Pep Rallies	Region Band Auditions and Clinic/Concert if selected
Winter Concert	Solo and Ensemble Contest
All Master Classes	FBISD Pre-UIL Contest
UIL Concert and Sightreading	Competitive Band Festivals in spring
Early Bird Concert in March	Spring Concert
Spring Trip (not required)	Recruiting performances at elementary campuses

\*\*other specifically scheduled events should they arise\*\*

Performing organizations are often required to perform outside of regular school hours. You will be notified of all functions well in advance (see preliminary calendar at back of handbook), and as a member of the band, all students are expected to attend all band activities. ***Absences can be excused only under special circumstances, and only if notification is given in writing prior to the event for consideration. Excusing a student from an event is up to the director's discretion.*** Emergencies will happen. In these instances, consideration will be given on a case-by-case basis. Every performance will count for double major grades per district policy.

The Texas Education Agency considers all on-campus band activities of a curricular nature that take place outside the school day as an integral part of a high quality instructional program. **The “No Pass/No Play” ruling does not apply to co-curricular activities that help determine your grade.** Performances are an integral part of meeting the Texas Essential Knowledge and Skills for this course, so attendance is mandatory. **All co-curricular performances count for a double MAJOR grade per district policy!**

#### **Course Content and Focus:**

Students will continue with advanced method-oriented studies in a balanced-instrumentation environment, with emphasis on tone production, embouchure, intonation, balance, blend, breath support, fingerings, hand position, posture, scales, rhythm and counting, and musical terminology. The focus of this class is development of musical and social skills for students with 1-2 years previous band experience.

## *Sartartia Middle School Band Course Description:*

### *Symphonic Band, Mr. Edward Odeh, Director*

The Symphonic Band is the intermediate performance group at SMS. Membership in the Symphonic Band is by audition only and consists primarily of students in the 7th and 8th grade. Students are well-rounded in the fundamental playing requirements and are expected to advance rapidly. Also, the students will consistently demonstrate a positive attitude and healthy work ethic.

Symphonic Band members will have a required section rehearsal before or after school once a week that will count for a **double daily grade per district policy**. Rehearsals held outside of school hours ALSO count as a double daily grade.

Members of the Symphonic Band are expected to participate in the following activities:

FBISD Band Night	Varsity FB game performance for respective feeder HS
Winter Concert	Solo and Ensemble
Master Classes	Early Bird Concert in March
FBISD Pre-UIL Contest	UIL Concert and Sightreading
Competitive Band Festivals in spring	Spring Concert

**\*\*other specifically scheduled events should they arise\*\***

**\*\*students are also highly encouraged but not required to participate in the Region Band Auditions and Clinic/Concert if selected\*\***

Performing organizations are often required to perform outside of regular school hours. You will be notified of all functions well in advance (see preliminary calendar at back of handbook), and as a member of the band, all students are expected to attend all band activities. ***Absences can be excused only under special circumstances, and only if notification is given in writing prior to the event for consideration. Excusing a student from an event is up to the director's discretion.*** Emergencies will happen. In these instances, consideration will be given on a case-by-case basis. Every performance will count for double major grades per district policy.

The Texas Education Agency considers all on-campus band activities of a curricular nature that take place outside the school day as an integral part of a high quality instructional program. The "No Pass/No Play" ruling does not apply to co-curricular activities that help determine your grade. Performances are an integral part of meeting the Texas Essential Knowledge and Skills for this course, so attendance is mandatory. **All co-curricular performances count for a double major grade per district policy!**

#### **Course Content and Focus:**

Students will continue with advanced method-oriented studies in a balanced-instrumentation environment, with emphasis on tone production, embouchure, intonation, balance, blend, breath support, fingerings, hand position, posture, scales, rhythm and counting, and musical terminology. The focus of this class is development of musical and social skills for students with 1-2 years previous band experience.

# GENERAL BAND EXPECTATIONS

## **Bring ALL supplies for Band to class each day:**

- \*instrument, reeds, neck strap, mouthpiece, valve oil, etc.
- \*band binder/book   \*pencil/highlighter   \*school planner

## **Students are to respect their own and the property of others**

- \*Students will not deface (write on), play with, or lean on music stands.
- \*Students using school-owned instruments will be responsible for loss or damage. Parents will receive an invoice for repairs caused by student's negligence. The directors will give explicit instructions on how to care for the instruments- parents may also obtain these instructions to help their kids at home.
- \*Percussionists only are allowed to touch or play the percussion instruments. Wind players should avoid the percussion area of the band hall.
- \*Any intentional damage to school instruments, equipment, or property will not be tolerated. Any student caught intentionally damaging school property will be referred to the assistant principal and campus police officer.
- \*Students will not touch any other student's property (lock, instrument, music, etc.). This also includes cell phones, purses, backpacks, etc.
- \* Student's may come into the band office only after express permission from a director- with that said, you are always welcome unless we are on the phone, with a parent, etc.
- \*Non-band/orchestra students are not permitted in the fine arts wing (music rooms - practice rooms).

## **Students will display proper rehearsal etiquette at all times.**

- \*Always be prompt to rehearsals and performances. Students must be in their assigned chair, with all necessary equipment, instrument assembled, and independently warming up, one minute after the tardy bell sounds, or they will be counted tardy. **DO NOT BE LATE FOR BAND CLASS!**
- \*Stay in your seat and refrain from talking at all times during rehearsal unless specifically asked by a director to say something or go somewhere.
- \* Running or horseplay is NEVER permitted.
- \*Please put away all equipment after class. Percussionists are responsible for covering and storing all equipment--help each other.
- \*No gum, candy, food or drinks in the Band Hall or practice rooms.
- \*Be quiet and respectful of students and directors who are in section rehearsals before and after school in the band hall.

**Conduct at off-campus activities should display the same standard of quality that is expected on campus. Students will act as ambassadors of Sartartia Middle School and their parents at all off-campus events.**

Each member will prepare his/her music through daily home practice. This is your homework for band. You should expect to practice an average of 30 minutes a night to be adequately prepared. Instruments will go home every night. We will do frequent checks and points will be deducted from participation grades if instruments are left in lockers.

*Above all, use common sense and treat other students and directors with the same common courtesy and respect with which you expect to be treated.*

#### OUR STRATEGY FOR SUCCESS:

In order for our Band Program to continue to be one of the most successful in the state of Texas, we must have students who are willing to set and work towards long-term goals. They must be very cooperative and committed to achieving excellence. They also must understand the importance of working and sacrificing for the good of the whole group. These are important **life lessons** that will enable them to be productive citizens in our future society.

### *CLASSROOM RULES*

1. Have all materials every day. Failure to have materials for class will result in a signature in your planner. This includes instrument, supplies, pencil/highlighter, band binder/book, and planner.
2. Be in seat with all materials warming up independently by 60 seconds after bell or you will receive a tardy.
3. All students are expected to be responsible, respectful, and honest, at all times. Talking, making noises, playing out of turn, etc. are all considered off-task, disrespectful, and distracting behaviors and will not be acceptable. Personal conversations should be saved for outside of rehearsal time. If you find that you have a problem or question, please raise your hand and WAIT TO BE ACKNOWLEDGED BY THE TEACHER before speaking. This will do a lot to promote a disruption-free and more efficient rehearsal. When the director is working with another student or section, you should silently count or finger through your part.
4. No cell phones or other digital devices will be allowed out during band or sectional rehearsals unless the director has specifically instructed you to bring them for a lesson.

### CONSEQUENCES

We will follow the consequences and policies outlined in the Sartartia Middle School Student Handbook.

1<sup>st</sup> Infraction: Verbal Warning and Signature in Planner

2<sup>nd</sup> Infraction: Verbal Warning and Signature in Planner

3<sup>rd</sup> Infraction: Signature in Planner and Phone Call to Parent

4<sup>th</sup> Infraction and After: Office Referral

*Repeated discipline problems may result in a loss of travel privileges with the band.*

## *GRADING POLICIES*

**\*Daily grades and major grades will be averaged together to comprise 100% of the nine-week average.**

The daily grades include homework, written assignments, sectional attendance, practice cards (ALL grade levels), daily rehearsal grades(see below), and other minor playing assignments; these grades count for 50% of the nine weeks average.

The major grades include written tests, playing tests given during class, chair tests during sectionals, hearings, and curricular performances; these grades count for 50% of the nine weeks average.



## *INSTRUMENT STORAGE LOCKERS*

Each member of the SMS Band will receive a storage locker and a combination lock. Please follow the guidelines below so that you may enjoy the privilege of your locker throughout the school year.

**\*Securely lock your belongings in the mornings between 8:45 and the start of school...DO NOT LEAVE VALUABLES OVERNIGHT- THIS INCLUDES YOUR INSTRUMENT AND BAND BINDER!**

\*Students will not touch the contents or lock of another student's locker---use only your locker.

\*Always secure your lock onto the locker...do not leave it hanging loosely-even at the end of the school day.

\*A fee of \$10 will be assessed to any student who loses his or her combination lock.

\*Any instrument that a director finds not stored in a locker will result in disciplinary action.

Your band directors will look forward to seeing all of our band students at the end of EACH DAY as you pick up your instrument and band binder from your locker.

## *ATTENDANCE*

Students will attend all scheduled rehearsals, sectionals, and performances held outside of the school day. The Fort Bend I.S.D. Extracurricular Code contains the official district procedure at all curricular and extracurricular events.

**Performances are the finished product of the complete ensemble. When one person is absent, it changes the entire outcome of the performance. They count as two major grades.**

A calendar of events will be given to each student. The director will notify students as soon as possible with details, changes, etc. Please schedule other activities and appointments around the designated dates.

**Certain dates, such as all concerts and contests, must be kept clear—these performances are mandatory.**

At times, an absence at a scheduled event is inevitable. Absences from scheduled will only be under **CONSIDERED** for an excused absence IF:

- ~the student receives an excused absence from school that day for an illness, or
- ~the director has been given WRITTEN notification by the parent that the student will be absent WELL IN ADVANCE of the date (excepting concert or contest dates), or
- ~in family emergencies, the parent contacts the director as soon as possible before or after the absence occurs.

All students in our performing bands will be required to attend sectionals once a week, before or after school. Sectionals are curricular rehearsals, thus grades will be given during this time. These count as double daily grades. If chair tests are given, the tests will count as a major grade in addition to the double daily grade for participation. Sectionals will begin promptly at 7:45 a.m. or 4:00 p.m. Students late for sectionals will have points deducted from their grade. Students that are more than 20 minutes late for a sectional will be counted absent for that sectional.

\*Before/after-school rehearsals will be held for all band students periodically throughout the year. Written notice of these special rehearsals will be sent home to parents well in advance of the dates.

# EQUIPMENT

Students will furnish their own instrument, mouthpiece, ligature, reeds, reed cases, swabs, valve oil, neck strap, and case. Oboes, Bassoons, Bass Clarinets, French Horns, Euphoniums, and Tubas will be furnished by the school district; however, students need to furnish all other accessories. These students must also demonstrate a high level of responsibility regarding their school district owned instruments to help us avoid needless and costly repairs.

## **School Instrument Check-Out:**

Students and parents must sign a liability statement on the "Instrument Check-Out Form" when assuming responsibility for a school instrument. As a rule of thumb, you are not responsible for repairs of school instruments caused by normal wear and tear. The instrument checkout form will list any existing dents, scratches, etc. The checkout form must be signed and returned before the instrument will be released to you. It is the responsibility of the student to keep the instrument in top condition by regular maintenance. Notify your director immediately if the instrument has problems. **Poor care (negligence) will result in paying for repairs and/or losing the privilege of using the instrument. Intentional destruction of school property will also result in further disciplinary procedures and possible removal from the program. An \$80 per year school-instrument rental fee will be assessed for each school instrument checked out. This fee helps to defray yearly maintenance and chemical cleaning charges and is NON-REFUNDABLE.**

## **Percussionists will provide the following materials:**

- \* 2 pairs of drum sticks (SD1 Generals--- marching snare sticks or novelty sticks will not be used in rehearsals, sectionals, or performances)
- \* 1 pair of yarn xylophone/marimba mallets & 1 pair of hard rubber or plastic xylophone mallets
- \* 1 pair of general timpani mallets
- \* Stick bag (full or half size)
- \* Method books, as well as other mallets or equipment needed as student progresses in skill and knowledge

**Reed players are expected to have four good, playable reeds (not cracked, chipped, or otherwise damaged) in all rehearsals.** Store your reeds in a plastic reed guard- not the plastic holders they are packaged in to protect them from damage.

**Brass players are to keep their instruments clean and in good working condition.** Valves and slides must be kept well oiled. Instruments should be flushed out with a snake on a regular basis. Mouthpieces should be cleaned with hot, soapy water and a mouthpiece brush every two weeks.

**If an instrument breaks, notify the band director first.** Often it is a repair that the director can fix at school. If the director cannot fix the instrument, take it to the shop immediately. Learning and skill-building is interrupted each day that the student is without an instrument.

**The directors will check for equipment and supplies very frequently.** Points will be taken away from the daily participation grade if students do not have their proper equipment and supplies.

# *UNIFORM POLICY*

Each member of the Sartartia Middle School Jaguar Band, when representing our school, community, and our organization, will wear the appropriate clothing representative of the event we are participating in. This will exude professionalism, unity, and pride within our organization; these qualities are at the forefront of every great band program!

**The required uniform for each event is MANDATORY. Participation in the event will be forfeited by the student if the correct attire is not worn at the time the event takes place. This will also result in an unexcused absence if the event is a performance. Please help each other by reminding your sections of upcoming events.**

## **Beginning Band:**

### Official Band Shirt

Band Pictures

Spring Trip Competition

Band Social Events

## **Symphonic Band and Wind Ensemble:**

### Official Band Shirt

Casual school/Community concerts

Fort Bend Band Events

Pep Rallies/FB game

Region Band auditions

Band Social Events

### Dress Uniform

Holiday Concert

Region Concerts

UIL Competitions

Out of town concerts

Formal

school/community  
concerts

The required uniform for the Symphonic Band and Wind Ensemble is tuxedo combos for the boys and black uniform dresses for the girls. These are purchased from the band department in the opening weeks of school yearly.

## *PRACTICE ROOM RULES*

The practice rooms are available to ALL fine arts students at Sartartia and the use of the rooms is a privilege, not a right. These privileges can be taken away at any time if the practice areas are misused in any way. Your directors want you to get the full benefits of practice here at school, so please keep these guidelines in mind.

To use the practice rooms in the morning, students must enter through the back Band Hall door at 8:00 a.m. and exit the practice room area promptly at 8:40 a.m. Do not go through any other part of the school to get to the practice rooms. In the event that the band directors are not there by 8:00, continue to wait or try again later.

No gum, candy, food or drinks at any time.

Horseplay is not allowed at any time.

Practicing your instrument will be the only activity taking place during your time in the practice room.

Be respectful of each other---DO NOT INTERRUPT PRACTICE!

Wait your turn--if all the rooms are filled, try again later.

Any vandalism should be reported to a director immediately.

If a student(s) has to be disciplined while in the practice rooms by a director or anyone working for the Sartartia Band program or by the director of another fine arts group, the student(s) will forfeit their use of the practice rooms for a full three week period.

There will be times during the year when the practice rooms will be closed to all students. These usually occur the week before and during Semester exams, during TMEA week, or if there is misuse of the practice room privilege.

# *ELIGIBILITY*

Students are expected to pass all classes each nine weeks grading period. In order to be eligible to participate in extra-curricular events, students cannot earn a grade below 70 in any subject. If a student receives a grade lower than 70 in any class, he/she will not be allowed to participate in any extra-curricular events until:

\*7 days after the next progress report is issued (4 weeks after the beginning of a new nine-weeks grading cycle) and the progress report verifies that the student is not failing any classes, or

\*7 days after the end of the next nine weeks (7 days after the beginning of a nine-weeks grading cycle) and the student has not received a grade lower than 70 in any class.

## **Extracurricular events (affected by No Pass/No Play):**

Band Night

All-region Auditions

All-region Clinic/Concert

Solo/Ensemble Contest

Ft. Bend, UIL or a Festival Band Contest

Trips out of town that are the continuation of a music competition

Social Events of the band

## **Curricular events (not affected by No/Pass/No Play):**

Sectionals

Before/after-school rehearsals

Concerts that are NOT COMPETITIVE

**THE OFFICIAL ELIGIBILITY SCHEDULE FROM UIL IS ALSO IN THE HANDOUT SECTION OF CHARMS!**

# *FIELD TRIP POLICY*

The procedure set forth in the Fort Bend Extracurricular Code will be followed concerning Band trips.

Permission/Medical Information sheets included in the band code must be completed and returned to the directors.

Parents will be notified well in advance through written communication as to departure, return, details of trip, etc. Parent chaperones are asked to participate on band trips based on eligibility through the VIPS background check program for SMS and through participation throughout the year in band events.

The directors will make a concerted effort to return to school at the prescribed time. There are, however, extenuating circumstances that can occur. The directors will make every effort to contact parents waiting at the school for the returning buses if a delay is inevitable.

On band trips, all school rules apply.

## **TRIP ELIGIBILITY**

**In order to go with the Band to the band festival and trip, Beginning Band students must be UIL eligible (passing all classes) for current grading period at the time of the trip, have perfect attendance at band events for the year, and have excellent participation and behavior in band and at school for the year.**

**In order to participate in the spring reward trip, Wind Ensemble and Symphonic Band students must be UIL eligible for all competitions as well as for the last grading period of the trip. All Wind Ensemble and Symphonic students must also attend all performances and contests and the pre-UIL clinic or concert. They must also have excellent participation and behavior for the year.**

## **REFUNDS**

**Some or all of trip refunds may or may not be refundable, depending on the policies of the vendors at the time of our purchase. Transportation costs of a trip will not be refundable.**

# *BAND OFFICERS*

The following officers will be 8<sup>th</sup> graders selected based on application and will serve until the end of the current school term. The officers must have been in the Sartartia Band Program for at least one year.

## **PRESIDENT**

1. Responsible directly to the band director
2. Serve as spokesperson for band-possess leadership qualities that will promote positive growth and help to maintain the highest of standards for the band

## **VICE-PRESIDENT**

1. Assumes the role of president in his/her absence
2. Responsible for decorating crew for social events of the band (concerts, parties, etc.)

## **SECRETARY/TREASURER**

1. In charge of all band correspondence
2. In charge of collection of any band council funds

## **PARLIAMENTARIAN/HISTORIAN**

1. Responsible for helping enforce locker cleanliness and general order and upkeep in the band hall
2. Possess extreme peer leadership qualities that help maintain order when needed
3. Take pictures at band functions throughout the year.

ALL BAND OFFICERS will report directly to the band directors, and all will serve on the social committee. All band officers will also serve on the load crew and the set-up crew with section leaders on a rotating basis.

There are other positions in the band program. These are positions that are appointed by the band director. 7<sup>th</sup> or 8<sup>th</sup> grade students who express a desire to help with the upkeep of the program may hold these positions.

Librarians

Load Crew Captain

# AWARDS AND HONORS

Students in the SMS Band Program have several opportunities to earn awards and honors, both individually and as a group.

Students in the Wind Ensemble (and those in the Symphonic Band that elect to and are cleared by directors for preparedness) participate to earn a place in the **All-Region Band** by working on the audition music and attending the audition on **November 7**. This is a great honor, and in previous years, SMS Band members have done very well; let's work hard and set some school records! Students earning a spot **must also participate** in the **Region Clinic and Concert on November 13-14**. T-shirts, plaques, and recordings are usually available for a fee at the concert to commemorate the experience, and every student receives a patch to put on their high school letter jacket. **Auditioning is a required event for all Wind Ensemble members.**

**All Symphonic Band and Wind Ensemble members are required to participate in the Solo and Ensemble Competition on either February 19 or 20.** This is an opportunity for the student to work on group piece (groups will be assigned by the directors) or solo and perform for a judge for the chance to win a metal. Again, SMS usually does extremely well at this event, and we hoping that this year will be no different.

**All bands will compete in at least one concert competition in the spring** for different awards, depending upon the contest. All academically eligible Wind Ensemble and Symphonic Band members are required to compete with the group at the FBISD Pre-UIL in March and UIL Concert and Sightreading Contests in April. Both bands will also compete at the Space City Music Festival in May. Beginning Band students will compete at their first Concert Contest in May, as well. These festivals are also required events to maintain spring "fun trip" eligibility.

Individuals will also be competing with their fellow classmates for band awards given by the directors at the end of the year. Most Outstanding Brass, Woodwind, and Percussion Awards, and the Band Director's Award, will be handed out at the Spring Concert in May and are based on many facets of a student's performance throughout the year.



2015-2016

Sartartia Middle School

Band Handbook/Addendum for Middle School Band and Orchestra and SMS Band Calendar and Rehearsal Schedule

Acknowledgement of Receipt

My child, \_\_\_\_\_, and I have read and understand the contents of the Sartartia Middle School Band Handbook, with special consideration given to the sections on Behavioral Expectations, Consequences, Grading Practices, and Trip Eligibility. We agree to abide by the policies and procedures therein. We also acknowledge receipt of the Addendum for Middle School Band and Orchestra and the SMS Band Calendar and Rehearsal Schedule.

Parent Name (please print): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Home Phone #: \_\_\_\_\_

Daytime (Cell) Phone #: \_\_\_\_\_

Parents' email address: \_\_\_\_\_

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date