



Beaverton Music Department

Catherine S. Kintner ~ Director

**Beaverton Jr/Sr High School
3090 Crockett Road
Beaverton, MI 48612
989-246-3010**

Band/Choir Handbook

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Web Address:
Beavertonmusicdepartment.com

BEAVERTON RURAL SCHOOLS

JSHS MUSIC DEPARTMENT HANDBOOK

INTRODUCTION

Every fine band and choir has high standards in their rehearsals, concerts and special projects. The music standards (state and national) and standards of behavior are a vital part of our success. This handbook is designed to inform parents and students of these standards and the activities of the bands and choir. It is also to inform both the student musician and their parents of the responsibilities that are a part of being in an outstanding music ensemble.

PURPOSE OF THE HANDBOOK

The purpose of this handbook is to acquaint all members and parents with the policies and activities of the Beaverton music program. All students and parents should read the handbook thoroughly in order to understand what is expected and to avoid any conflicts and/or misunderstandings that may arise. Any questions should be directed to Mrs. Kintner (ckintner@beavertonruralschools.com OR 989-246-3010).

BEAVERTON MUSIC DEPARTMENT WEB ADDRESSES

It is imperative to keep the line of communication open. You will receive most correspondence via web to save on postage and time. I will gladly share "hard copy data" with families who do not have internet access.

Information will be sent in three forms:

Skyward (messenger)

Beavertonmusicdepartment.com

Facebook (Beaverton Band Page, Beaverton High School Choir Page, Color Guard Page)

Please bookmark these sites and check often for updates

TEACHER AVAILABILITY

I am available to support learners on class work and additional out of class performance opportunities on a first come, first serve basis between 3:15 – 4:30 pm Monday through Thursday by appointment only. I would also be willing to work with learners by appointment when these days are not conducive to the learner's schedule.

COURSE DESCRIPTION

All band and choir classes are year-long curriculum based performance classes, which gives students in grades 7-12 the opportunity to cultivate and develop musical skills, as well as the ability to work within both large and small group settings. Required elements of courses include class rehearsal, scheduled sectionals and several after school performances, including, but not limited to: hometown concerts, band and choir festivals, and performances at school athletic functions. Practicing outside of school is also a necessity for the learner to be successful in the program. Also available to each learner are extra-curricular activities including all-star band, solo & ensemble festivals, private lessons and summer camps.

COURSE STANDARDS

Courses cover content from the MICHIGAN STANDARDS/BENCHMARKS for Music Education, as well as the NATIONAL STANDARDS for Music Education.

MISSION/OBJECTIVES

To instill an appreciation of music in all students, with special emphasis on music theory, proper performance techniques, sight reading, self-discipline, and positive personal character traits.

GOALS AND OBJECTIVES

- To provide students with a high quality performing group
- To perform a variety of literature
- To provide an environment for development, both as an individual and as an ensemble
- To provide opportunities to learn about music; its development, construction and expression
- To create awareness about different styles of music
- To increase awareness of how music is unique in its expressive and communicative nature
- To provide a place of belonging and unity while emphasizing teamwork
- To provide an array of performance opportunities while performing a variety of musical styles
- To become interested and discriminating listeners and develop a strong, well rounded background
- To contribute to selected school and community functions while promoting and enhancing the reputation of our school at all times

PERSONAL ELECTRONIC DEVICES

Learners may use personal electronic devices ONLY on designated days (per classroom signage) IF they are being used for classroom activities ONLY. All devices when not being used to record or tune must either remain in their locker or classroom storage cabinet. If devices are misused during class instruction, the device will be confiscated and taken to the office. A parent/guardian will need to make a special trip to the school to pick up device.

HOMEWORK

Learners will be asked to complete assignments outside of class instruction time. These assignments may be written or performance driven. Whether assigned for completion at home or in class, due dates are to be respected. Except for documented extenuating circumstances and extensions approved in advance, **no late work will be accepted** without prior approval.

ABSENCES AND TARDIES

Being fully present during every class is the MOST IMPORTANT step to every learner's success. Most forms of evaluation (class rehearsal, dialogue/discussions, etc.) require learners to be present and CANNOT be made up if absent or tardy.

If a learner is aware of a conflict with a performance, it is his/her responsibility to inform the director IN WRITING at least four weeks in advance of the performance/event. This note DOES NOT automatically excuse the learner from the performance/event.

CLASS NORMS

"Good enough" is not in my vocabulary. Learners, as well as the facilitator should always be looking for ways to improve. Learners must understand that they will be held to a higher standard daily and that at no point will we settle for anything less than their best efforts.

Culture and classroom environment are so important in the classroom. I believe in a family atmosphere, where all are accepted as they are, regardless of differences, beliefs or shortcomings. The "family" nurtures one another and encourages all to strive for the most they can achieve. My door is always open.

Instruments/Instrument Storage

Instruments are to be kept in good playing condition. School instruments are issued in good playing condition. It is the responsibility of the musician using the instrument to see that it stays in such condition. If the instrument needs repair while in the musician's care, it is the musician's personal and financial responsibility to make arrangements for said repair and make the payment.

Students are NOT to play instruments belonging to other students without permission of the director and the owner of the instrument.

Students are expected to improve their skills and knowledge of music daily.

Instrument supplies, including reeds, oil, mouthpieces, ligatures, percussion sticks and mallets, and neck straps are the responsibility of the student. Purchases can be made through the band director with advance payment ONLY.

Repair slips, supply order forms and tools for students are on the work table by cabinet storage.

Storage: Cabinets on the north wall of the classroom are clearly marked for student instrument storage during the school day. There are two cabinets on the west wall by the flag for music folders/folios. Students must keep these storage areas clean and tidy and for MUSIC CLASS items ONLY.

FOOD AND DRINK

Food, gum and drinks are not permitted in the band room during class time, with the exception of water bottles with resealable top. The music room is open at lunch and after school most days.

MUSICIANSHIP

The single greatest factor that will determine the success of any individual is attitude. Attitude trumps Aptitude in many circumstances. It takes intense dedication to attain goals. Students should learn to discipline themselves to practice daily.

A good band/choir is built on discipline. DISCIPLINE IS ORDER. Our musicians are constantly on display and must always be aware of the importance of good behavior. The student should remember that he/she represents his/her organization, school, and community, whenever he/she performs or appears publicly. Any misconduct cast a direct reflection on our school and community and may undo the good work of hundreds of loyal students.

WHAT IS THE RESPONSIBILITY OF THE MUSIC DEPARTMENT?

- To provide members with the proper kind of rehearsal room, seating, music stands, and storage space.
- Plan each day's activities and encourage daily practice of all members (grades 7 – 12).
- Provide performing groups with a full musical education through rehearsal, performance, teaching, testing and listening.
- See that all members conform to school and music department policies.
- Supervise students in the classroom at all times.
- Evaluate every member of the music program as to his/her musical participation and citizenship.

WHAT ARE THE RIGHTS AND RESPONSIBILITIES FOR STUDENT BAND MEMBERS?

- Be regular in attendance and account for all absences
- Make an honest attempt to learn and improve daily
- Become responsible for own actions
- Have respect for those in authority
- Follow all classroom rules and school handbook policies/rules
- Cooperate with fellow members and share with them the responsibilities and privileges that are part of the music program
- Improve own knowledge and understanding of music theory/literature/history and develop good listening habits.

FEES

- Members of HS Band, Color Guard and Choir need to pay a \$10 fee for dry cleaning services.
- Marching band/Color Guard members – black glove fee of \$3.
- Students using school instruments – one year rental fee of \$25. Fill out School owned contract page with payment by deadline provided.

PROFESSIONAL CONCERT ATTIRE

7th & 8th Grade Band Concert Attire

Ladies: Black Dress Pants (NO leggings/yoga pants), Black Dress Shirt/Blouse (Short or Long Sleeve), Black Socks, Black Dress Shoes, and a Colorful Scarf.

Gentlemen: Black Dress Pants, Long Sleeve Black Dress Shirt, Tie (your choice on color), Black Socks, and Black Dress Shoes.

HS Concert Band/Concert Choir

Ladies: Long Black Dresses (provided by Beaverton Music Boosters), Black nylons/Socks, Black Closed Toe Dress Shoes

Gentlemen: Black Tuxedo & Red Tie (provided by Beaverton Music Boosters), Long Sleeve Black Dress Shirt (your own), Black Socks, and Black Dress Shoes.

*Absolutely no Tennis shoes, Boots, Flips flops/Sandals, or Slippers.

MARCHING BAND ATTIRE

Students will be fitted at band camp and assigned uniforms will be housed in the band room. It is the responsibility of the student to keep their uniform clean, hung up properly after each performance during the school year.

Each student is to have the following for each performance:

Jacket/Bibber Pants/Gauntlets/Hat/Plume

Band T-Shirt **ONLY!**

Black gloves

Black socks/black shoes

Additional items pertaining to marching band:

Hats must be slightly above eye level.

ALL hair is pulled up under the hat - regardless of gender.

Pant hems should rest on top of the shoes.

GRADING

All learners are evaluated using a variety of assessment methods (observations, in-class assignments, homework, quizzes, tests, performances, etc.) in each of the following categories:

Outcome	Description of Outcome	% of grade
Tests/Assignments (Written communication)	Formal summative assessments of Content understanding.	20%
Performances (Agency)	Performances will be scheduled throughout the year to showcase what the ensembles have learned.	30%
Participation (Collaboration)	Taking part in class discussions, leading and assisting section workshops	15%
Rehearsal (Knowledge and Thinking)	Contributing during class rehearsal, turning in work on time, completing tasks, etc....	35%

MARKING PERIOD AND SEMESTER GRADES

As a full-year course, learners will be graded over four 9 week marking periods with final grades recorded at the end of each semester. Grades will be updated as frequently as possible, at a minimum of once per week. Final semester grades will be calculated as follows:

Marking Period	Marking Period	Assessment	Final Semester Grade
40%	40%	20%	100%

MUSIC DEPARTMENT PERFORMANCE ABSENCE GUIDELINES

Absences from performances and/or after hour rehearsals are severely detrimental to student musical organizations. Preparation time that may be counted in weeks could be wasted by having student absences that create performance problems, and could result in an inadequate performance. The musical qualities of blend, balance, intonation, musicality (expression) and ease of performance can be seriously jeopardized. When one member is missing, all are affected. Depending on which student(s) were missing, the performance could possibly be destroyed.

Absences from outside rehearsals and performances are viewed by the director as harmful to the group and strongly discouraged. It is also recognized that extenuating circumstances sometimes arise, and must be treated with understanding and compassion. Each absence will be treated on an individual basis by Mrs. Kintner, and will adhere to the following guidelines.

Criteria for EXCUSED absences from performance and/or outside school rehearsals:

- 1 Death in the immediate family
- 2 Severe illness of the student
- 3 Extenuating circumstances

Conflicts with student jobs do NOT qualify. Appropriate scheduling involving teachers, student, parents, and employers should be able to resolve the conflicts with appropriate scheduling.

In the case of each excused absence, a make-up assignment may be given that would require the student to spend an amount of time in preparation equal to the time spent in the performance procedure (See Request for Excused Absence from Performance).

UNEXCUSED absences from performances and/or outside school rehearsals may result in the lowering of the nine week grade. An unexcused absence cannot be made up and will result in the student receiving zero credit for the performance missed. As with all grading policies – good judgment is required.

MUSIC BOOSTERS

The Beaverton Music Boosters is a nonprofit, tax-exempt organization dedicated to supporting the high standards exemplified by the Beaverton Jr/Sr High School Bands and Choir. This group of volunteer parents, along with our student executive boards, help coordinate the various events held throughout the school year. Meetings are held the second Thursday of each month in the music room at the Jr/Sr High School and last approximately one hour.

August 9, 2018
December 13
April 11, 2019

September 13, 2018
January 10, 2019
May 9, 2019

October 11, 2018
February 14, 2019
June 13, 2019

November 8, 2018
March 14, 2019

ACKNOWLEDGEMENT

Sign the following acknowledgements (student and parent), Sign and Date, and return portion below the dotted line to director by September 14, 2018. A hard copy can be provided for families without internet access.

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Student Acknowledgement

I hereby acknowledge that:

- I have read the Music Department Handbook and agree to follow rules contained within
- I understand that I will be responsible for equipment checked out to me
- I recognize that it is a privilege to participate in any Activity and will strive to earn respect for myself, my school and my community.
- I understand that my participation in all performances is REQUIRED

Student signature _____ Date _____

Parent Acknowledgement

I hereby acknowledge that I have reviewed the Music Department Handbook and understand the procedures governing my child's behavior as a member of the Beaverton Music Program.

Parent signature _____ Date _____

Beaverton Rural Schools
School Owned Instrument Contract 2018/2019

Student name _____ Grade _____

Parent Name(s) _____

Address _____

Parent E-mail _____

Parent Phone _____

Instrument Information - Completed by Band Director

Instrument _____

Brand _____ Model _____ Serial # _____

Accessories _____ Estimated Value _____

Policy

While normal wear and tear of the instrument is understood, students and parents are financially responsible for the damage to the instrument, case, and accessories. In the event of loss or theft while in the student's possession, parents are responsible for the replacement cost of instrument and all accessories.

If the mouthpiece is lost or damaged, parents are financially responsible for the replacement of the exact same brand and model mouthpiece as the original. The band director will order the replacement.

At the band director's discretion, a school instrument may be taken from a student who is mistreating the instrument and not caring for it in a responsible manner.

Please sign, date, and return this memo with a \$25 rental fee by October 1, 2018.

Make check payable to: Beaverton Rural Schools

We have read the above contract and agree to abide by the policies as set forth.

Parent Signature _____ Date _____

Student Signature _____

*If you cannot afford the \$25 fee, please contact director immediately to discuss situation and to make alternative arrangements.

Request for Excused Absence Rehearsal and/or Performance

Student's Name _____ Grade _____

Name of Ensemble _____

Date of and/or Performance/Rehearsal to be missed:

Briefly state the reason(s) for your absence from this performance. Please remember to use correct grammar and sentence structure.

Student signature _____ Date _____

Parent signature _____ Date _____

NOTE: THIS FORM IS NOT VALID WITHOUT A PARENT SIGNATURE

In order to receive any type of credit for a missed performance, this form must be completed and turned in to the director **FOUR WEEKS PRIOR TO THE ABSENCE.**

This form does not apply to student jobs. It is your responsibility to give your employer your schedule for school events in advance.



Beaverton HS Marching Band 2018

All members of the high school band and color guard are **REQUIRED** to perform at HOME varsity football games. If a member is aware of a conflict with one of these performance dates, it is his/her responsibility to inform the director **IN WRITING** (with a parent signature) at least **TWO WEEKS** in advance of said performance or event. This **DOES NOT** automatically excuse the learner from the performance. All cases will be dealt with on an individual basis.

August 30 ~ Home game (Roscommon)
September 21 ~ Home game/HOMECOMING (Harrison)
September 26 ~ MSBOA District IX Marching Band Showcase @ Clare
October 12 ~ Home game (Gladwin)
October 13 ~ CMU Band Day in Mt. Pleasant (all day field trip)
October 19 ~ Home game/PARENT'S NIGHT (St. Charles)
Playoff games ~ October 26/November 2/TBA

5:30 pm Report time - change into uniform
NEW UNIFORM for Band consists of: Jacket, Bibber Pants, Gauntlets, Hat, Plume, Black socks, Black shoes, Black long wrist gloves, and a Band t-shirt. Raincoats when needed....
NEW Color Guard uniform consists of: Black pants, Tunic, Black socks, Black shoes, 2 flags, and possibly a change of attire for half time.
Additional items pertaining to marching band: Hats must be slightly above eye level with all hair tucked into the hat ~ regardless of gender. Pant hem should rest on the top of the shoe.

6:00 pm Roll call - Warm-ups
6:30 pm Final instructions - Line up
6:40 pm March out to field
6:50 pm Pre-game
7:00 pm Game begins
8:15 pm Half time performance (approximate time)
9:15 pm Game over (approximate time). Line up on track/march back to school
Students may NOT leave until their uniforms are hung up properly/turned into parents helping in Uniform room, instruments & music put away where they belong, and room picked up

Date	Event/Participants	Time	Logistics
Aug 1 & 2	Band Camp	8 am - 6 pm	BJSHS
Aug 9	Music Booster Meeting	5:30 pm	Band room
Aug 14/15/16	Color Guard Practice	11 am - 1 pm	BJSHS
Aug 14/15/16	HS Percussion Practice	2-4 pm	BJSHS
Aug 27	Students ½ day	8 - 11:45 am	BJSHS
Aug 30	Home Varsity Football Game - Roscommon	5 - 9:30 pm	BJSHS
Sept - Oct	Little Caesar Pizza Kit Sale		
Sept 13	Music Booster Meeting	5:30 pm	Band room
Sept 21	Home Varsity Football Game - HOMECOMING vs Harrison	4 - 9:30 pm	BJSHS
Sept 26	MSBOA District IX Marching Band Showcase	TBA	Clare
Oct 8	PTC @ JSHS - grades 7-12 No School for Students	Noon - 3 pm 4-7:10 pm	
Oct 11	Music Booster Meeting	5:30 pm	Band room
Oct 12	Home Varsity Football Game - Gladwin	5:30 - 9:30 pm	BJSHS
Oct 13	CMU Band Day	7 am - 7 pm	Mt. Pleasant
Oct 19	Home Varsity Football Game Parents' Night vs St. Charles	5-9:30 pm	BJSHS
Oct ?????	LCPK fundraiser - Products delivered Music Booster Meeting	4-6 pm 5 pm	JSHS room 126
Oct 26/Nov 2	Possible performance - football playoffs		
Nov 8	Music Booster Meeting	5:30 pm	Band room
Nov 9	Veterans Day Concert 7-12 Band & Choir	6:30 pm	JSHS Gym
Nov 20	Music Booster Meeting	5:30 pm	JSHS room 126
Dec 1	MSBOA D9 JH S & E Festival	8 am - 5 pm	Tawas
Date	Event/Participants	Time	Logistics
Dec 12	Winter Concert 7-12 Band & Choir	6:30 pm	JSHS Gym

Dec 13	Music Booster Meeting	5:30 pm	Band room
Jan 10	Music Booster Meeting	5:30 pm	Band room
Jan 19 & 20	MSBOA D9 All Star Band - 2 day event		Standish
Feb 2	MSBOA D9 Sr S & E Festival	8 am - 5 pm	Beaverton
Feb 9	MSVMA D9 Vocal S & E Festival	8 am - 5 pm	Beaverton
Feb 14	Music Booster Meeting	5:30 pm	Band room
March 2	MSVMA Choral Festival	All day	Standish
March 8/9	MSBOA D9 Band Festival	All day	Oscoda
March 14	Music Booster Meeting	5:30 pm	Band room
March	MSBOA State S & E	All	TBA
April 11	Music Booster Meeting	5:30 pm	Band room
April	SAT/PSAT	All day	Beaverton
April	Madrigal Dinner Theatre HS Band & Choir	6:30 pm F/S 3 pm Sun	BJSHS Cafe
April/May	LCPK Fundraiser	TBA	
May 9	Music Booster Meeting	5:30 pm	Band room
May ??	Spring Concert 7-12 Band & Choir	6:30 pm	BJSHS Gym
May 23	Graduation HS band & Choir	7 pm	BJSHS Gym
May 27	Beaverton Memorial Day Parade 8-12 band & Color guard	TBA	
June 4 or 5	Last Day of School		
June 13	Music Booster Meeting	5:30 pm	Band room