Band Disclosure Document

Welcome to the Hettinger Band Program!!!!

This document is designed to give you information that should be helpful in making sure our year is a successful one. Please take some time to read through this information and discuss any questions with your parents. If you have any questions or concerns about anything that occurs throughout the year, please do not hesitate to call me at school or send me an email. My name is Ms. Mackenzie Hicks. The school phone number is (701)567-4502 or my email at Mackenzie.Hicks@k12.nd.us

Concert letter reminders will be sent out at least 2 weeks prior to the concert date. Festival reminders will be given to the students and it is their duty to let you know about those dates and other detailed information. **PowerSchool announcements will be sent out throughout the year to help remind on dates, times, and information. I will also do my job of reminding the students when everything is as well.**

Uniforms

Everybody needs to look their best for every concert, festival, or special occasion. I will not be very lenient with this because it is a reflection of yourselves and your school.

Women: Solid black attire only. Dress shoes only, no flip-flops, no sandals, no tennis shoes, and **only closed toed dress shoes**. No tube tops, no halter tops, and nothing that has straps, and no V-necks; only dress shirts with sleeves either full, ¾, short sleeve, or bicep length. **Black dress pants only**.

Men: Men will wear black dress pants with a solid black shirt and dress shoes. Ties are optional, but preferred to be solid color.

***Jeans, tee shirts, and tennis shoes are not permitted to be worn at any concert or festival. 30 points automatically will be deducted if they are worn at these occasions and the above rules are not followed.**

****Students who do not have any of these options to wear for the concerts and festivals should see me privately to discuss other options.**

Concert Dates: Winter Concert - **HS**: December 17 @ 7:00 **JH**: November 13 @ 7:00
Spring Concert - **HS**: May 13 @ 7:00 **JH**: April 23 @ 7:00

Extracurricular events involving the band:

1. Pep Band-You are required to play pep band at games, if you're at the game and I don't see you playing with the band and you're in the band and you aren't on the A squad-then you play in your band-NO QUESTIONS ASKED. The band is just as much a team as a basketball or volley ball team so please represent yourself of the same standard philosophy. You play B squad-right after the game come and set up and play in the band and then when we are done playing for the 20 minutes you can go shower at that time. IF you had signed up to play at the game and remembered you cannot make it then please come and talk to me. IF you did not sign up to play at the game and I see you at the game I will come find you and ask you to set up and join your band. Please do not disrespect your band and your school.
2. Graduation is **May 26** and all band and choir members are required to play at the event, appropriate dress clothes will be worn, not concert attire. Graduation is at **2:00pm**. If you will be gone from the event, I need to know ASAP.
3. Bismarck Band Night- **May 10**
4. District Band Festival- **March 11 @ DSU** State Music – **May 4 @ Minot**
5. Honor Festivals throughout the year
6. Two concerts a year
7. State Music Festival if you have earned the chance to go
8. Any other events that we are invited to i.e. Nursing Home, etc.

Tour travel and fundraising:

1. Everything you do while at school or outside of school matters to this trip. ANY illegal acts you choose to participate in throughout the school year whether on a school sanctioned trip or as a citizen outside of school you are cut from the tour with the music department. NO questions asked, NO refunds given. Hold yourself to a high standard of commitment to the music department.
2. If you have committed to going on a tour at the end of a school year, you are required to do your best to fundraise for the group throughout the school year. The more you fundraise, the less you pay out of pocket.
    a. If I feel you are not doing your part as an individual, you will receive no part of the particular fundraiser unless you contact me and tell me you cannot make it to the event. That means you have to show up and work as much as possible for the other fundraisers.
    b. Everyone needs to pull their weight when it comes to fundraising. It makes it easier, more fun and runs smoothly if everyone does their part.
3. Playing on tour:
    a. It is a privilege and a reward to go on a tour. It is also the cheapest form of going to destinations that are not in our area and you may never see in your life time. Make the most out of your experiences.
    b. With those experiences come responsibility and respect.
        i. You are to represent your school and community to the best of your abilities.
            1. Be on time to events
            2. Communicate with me, have my cell number programmed in your phone
            3. Do not forget any belongings
            4. Do your part to fundraise
            5. Act professional, dress professional, and 100% effort, use common sense
            6. Nobody goes off by themselves in any city
            7. Respect and listen to your designated chaperone
            8. Communicate with your director and chaperones-listen to directions, times, etc. on tour. You stay in constant contact with your assigned chaperone at the top of every hour to let them know who you are with and where you are at if you are not already with your chaperone on an excursion.
            9. No alcohol or tobacco while on tour-If I see or hear of anything, you will be questioned about it and will be reported to authorities and they can deal with your problems. I will also report you to the school and tell them of your disrespect. You may also have to find your own ride home depending on my judgment and how severe of an offense occurred, no questions asked. The tour company may also have their own policies in dealing with this situation.
            10. You are to represent yourself to the highest standards throughout the school year. Any drinking, smoking or illegal acts throughout the school year whether on a field trip, festival, sporting activity, at home, etc. you will not be welcome to join your bandmates/choir for tour. No questions asked, represent yourselves as respectable people from the New England Music Department.

Band Rules and Procedures:

Rules:

1) Be respectful at all times to each other (personal space, property, appropriate language, etc.), myself, and to yourself.
2) Be in assigned seats, with folders, **everyone** warming up, setting up and ready to work when the bell rings.
3) Only water is allowed. Any other beverage or food will result in a detention.
4) **Absolutely no cell phones-They stay in your lockers, if they don't the find the box by the front door. If you're playing on the phone, see Student Handbook consequences.**
5) Absolutely no gum. If your gum is not out by the time the tardy bell rings, detention.

6) All instruments put back in cases and closed at the end of rehearsal, Percussionists will put all instruments along the wall and mallet bags back on the hooks except for those who are required to practice. Pick up after yourself. Help me out please, take care of your belongings
7) All stands put back in stand rack, including percussionists, failing to do so will result half the rehearsal points taken away.
8) All cases will be put on the shelves in the instrument room.
9) Make it to the bathroom before the bell rings.
10) You may bring your homework to class at the beginning; however, once the bell rings you can not go and get homework unless I say you may go get more work, you must stay in the room.
11) Every student will receive 1 day a semester to study or get homework done; however, you can not use them 2 weeks before a concert or festival so pick your days wisely. Always ask myself before assuming, I have full discretion to say 'no' no matter how far away a concert/festival is. Work **MUST** be done in the music classroom.
12) If you forget your instrument or your music, an automatic 0 will be given for the day; if you fail to prepare, then prepare to fail.
13) **PEP BAND**: You are required to play at pep bands games if I say we are playing, if you cannot make it, then I need either need a note from your parents or a phone call from your parents. If you fail to show up, then you lose all points for that pep band date. Majority of the pep band games will be in January and February and will more than likely be during the week and not on the weekends.
14) Only ONE student is allowed out of the room at a time, no one goes as a pair or group unless I say it's a study hall day and then the mass will be released to go grab work and come back into the room. If you would like to go and work in someone else's room, then you **MUST** have a pre-signed pass.

Consequences:

1) First offense . . . . . .verbal warning (possibly piece of music of my choice to be played in front of band) and attendance points taken away
2) Second and repeat offenses . . . . . detention and grade suffers
3) Severe offense . . .. Sent immediately to office, parent conference, grade suffers

Tardies: Refer to the Hettinger Student Handbook for being tardy.

Required Materials:

1. Marching Lyres-These are to be purchased on your own at Jacobsen's or Ecroth music. Take your instrument with you to see which lyre best fits your instrument. Ms. Hicks can order, but needs to be reimbursed.
2. Pep Band flip folders
3. Valve oils, greases, reeds, cleaning swabs (in your cases)
4. Pencils in your music folders AND left in your folders
5. Concert and Festival attire
6. Southwest Marching Band tee shirts and nice jeans for Bismarck Band Night (absolutely no sandals for footwear)
7. Percussionists-Mallet Bags

Grading Procedures:

Students will be graded on the following areas:

1) Daily band work, rehearsal attitude, effort, and ability. 10 points will be awarded everyday of band if you follow the rules and procedures. If a student is absent from class he/she will be exempt from the daily participation points for the days absent.
2) Written assignments, quizzes, written or playing tests will be given throughout the year. If a test is missed it is the student's responsibility to speak with the teacher and make up the assignment or test. Failure to do so will result in a loss of points for that assignment or test.
3) Band folders will be taken care of at all times. Students will need paper and a pencil for some written assignments. Music and papers will be kept in great order. All music will be accounted for in folders. If music is lost, students will be fined the replacement cost of each piece he/she damaged.
4) Listening assignments
5) Practicing is essential if you want to become a better musician. Students must practice a MINIMUM of 5 times a month. Parents/Guardians/Ms. Hicks needs to sign off on Practice Sheets. If you are in a small ensemble it is highly suggested that you

practice outside of class to be better prepared for your lesson and so you keep to a standard and you are not the reason for the group not performing in a festival or concert.

a. 10 points/practice x 5/month = 50 points a month

6) **CONCERT/DISTRICT FESTIVAL PERFORMANCES:** Each performance is worth 100 points. Students who must be absent from a performance for cases such as dire emergencies will be excused. Students will need to attend four approved extra credit concerts to restore the 100 points missed by being absent for a concert or festival for any other reason. Not showing up for a performance means you need to make up the work that everyone else put forth for performance. If you choose to simply not show up, then a 5-8 page paper on a topic of my choice and presentation will be made in front of the class. The student will have enough time to work on the paper and presentation before the assignments are due. **If a student simply does not show up for any reason other than an emergency, then an automatic 0 will be rewarded for the concert grade and a detention will be earned, no questions asked.**

7) **Twice a semester you will have playing tests. Here is a copy of the rubric in which you will be graded from:**

Hettinger Music Department 5-12 Grade Assessment Form

Date: Mid Semester 1

Event: Playing/Singing Test

Class: HS/JH Band

School Name: Hettinger

Name of Student: _____

Selections **Composer** **Publisher**

Place one of these numbers in each box below, then total carefully.

5 — A superior performance — outstanding in nearly every detail.
4 — An excellent performance — minor defects.
3 — A good performance — lacking finesse and/or interpretation.
2 — A fair performance — basic weaknesses.
1 — A poor performance — unsatisfactory.

	AREAS OF CONCERN	COMMENTS
	Tone Quality Consider: resonance, control, clarity, focus, consistency, warmth	
	Intonation Consider: accuracy to printed pitches	
	Rhythm Consider: accuracy of note and rest values, duration, pulse, steadiness, correctness of meters	
	Technique (facility/accuracy) Consider: artistry, attacks, releases, control of ranges, musical and/or mechanical skill	
	Interpretation, Musicianship Consider: style, phrasing, tempo, dynamics, emotional involvement	
	Diction - Vocal **Articulation - Winds**	
	Other Performance Factors Consider: Choice of literature, appropriate appearance, poise, posture, general conduct, mannerisms, facial expression (vocal), memory (if required)	
	Sight-Reading, Scales	

TOTAL POINTS

_____
Signature

RATING COMPUTATION TABLE

Superior=40-36
Excellent=35-28
Good=27-20
Fair=19-12
Poor=11-8

Grading Scale is based off of total points for the year-Do your best, be your best, follow the rules, be respectful, use common sense and communicate with me

Section Leaders: It is challenging for me to catch every detail throughout a rehearsal. Therefore, one experienced person from each section will be required to take on the duties of being a section leader. Responsibilities such as tuning, fingerings, rhythms, discipline issues, different ideas (styles of music, specific songs, the way rehearsals are going, etc.), and overall being positive and influential people that your peers will look up to if a student has a question. Section leaders may help me pass out music, letters, taking attendance, assigning certain measures to work on at home, and anything that needs to be reported back to me. This will help me in many ways to become a better teacher for all students involved.

Grading Scale is based on a total points system

Band Procedures: In order to be the best band possible we need to do the following:

1) You are on time for band with music in hand, warming-up, and setting up.
2) Focus on the rehearsal. This could speed the process up a lot and can be more effective and efficient for everybody.
3) Expect nothing but the best from every person
    a. Respect others and others will respect you
    b. Do not interrupt the rehearsal process by talking during class
    c. Each band member should feel they belong to the band and the band belongs to them.
4) 90% of your success is based on ATTITUDE and 10% is SKILL so you have to have a fabulously wonderful ATTITUDE every day.
    a. Be here mentally and physically-you control how your day is going to go
    b. Leave your "baggage" at the door. We all have days when things are not going right. It is your job to try and concentrate on the music making skills we are learning, strengthening, and applying during class. Stay focused and work to engage yourself in the learning process. You will be surprised how that may even help to ease tension, worries, or other problems which at times seem overwhelming.
5) Class is dismissed when the teacher dismisses you. Do not put your folder away until told to do so.
6) If a student misses an assignment, concert, written or singing test, it is the STUDENT'S responsibility to check with the teacher and make up that assignment, quiz or test. Please see grading procedures for missing a concert.
7) Students will get music and instruments first thing as they walk into class and place the music under their assigned seats until warm-ups are finished. If a written assignment or listening begins the class students will automatically begin assignment when bell rings. Music will be returned to your assigned locations at the end of each rehearsal. No music will be left on the floor, on top of cabinets, or on the shelves or you will lose your participation points for the day.
8) If a student needs to sharpen pencil, get Kleenex, or other rehearsal tasks, do so without disrupting class. Students are not permitted to leave the class without my approval (getting drink, going to bathroom, etc.)

Students involved in small ensembles, trios, duets, solos, etc.

If you want to perform a solo or small group at a concert or festival, then you need to put in the time at home and the time with me at school. In order for me see who is serious enough to do a great job at performing, I have one rule:

1. If you do not show up for 3 of your rehearsal day(s) and/or two consecutive weeks, you will **not** perform at that concert or festival and weekly rehearsals will be cancelled and given to a student(s) who use their time wisely. If you are absent from school the day of your rehearsal, then that day will be excused.

2. If you want to perform in a small ensemble, the best fit might not be your best friend. Please come talk to me and tell me you are interested in performing a small ensemble then I can best fit you into a group that is going to make you more successful. Please let me have the final say in a small ensemble whether I need to add or cut someone from the group.
3. Remember, the more different ensembles you are in, the more chance you have at making it to State. However, the more ensembles you are in, the more you have to work outside of class and show up for every rehearsal. Do your best to learn your part at home so we can make better music together in the classroom.
4. You are going to be a better musician and performer if you do a small ensemble or solo.

Performing Small Ensembles for Concerts

Spring:

1. If a group received a STAR at State Music they will perform at the concert.
2. Depending on the amount of STARS received at State Music, Ms. Hicks will ask groups receiving STARS at Regional Music to perform next.

THIS BAND WILL BE EXCEPTIONAL IF THESE PROCEDURES ARE RESPECTFULLY FOLLOWED FOR ALL REHEARSALS!!!

Signed Disclosure Document

Students and parents please detach, sign, and return this portion once you have read and discussed all the information together. If this paper is not turned in by Friday, August 31st your child will lose one day's worth of points for the first and second full weeks of school (one 0 during the week of August 20 and one 0 for the week of August 27) for not accepting the procedures, rules and information provided.

I/We have read the information regarding music classes and understand that there are performances, rules, consequences, and occasionally rehearsals outside of the school day for which attendance is required and for which grades are given. I/We also understand the tour policies assigned by Ms. Hicks. I understand that the instructor will let students know well in advance of any changes or additions throughout the school year. By signing this document, you and your child(ren) agree to follow these rules.

Date:_____

Student's Name (printed):_____

Student's Signature:_____

Parent's Signature:_____