

# **POLICIES AND PROCEDURES FOR THE 7<sup>th</sup> and 8<sup>th</sup> GRADE BANDS Brownwood Middle School**

## **GRADING POLICY**

The grading procedure for the band is heavily dependent upon participation as well as performance. The final grade for a six-week period is as follows:

- 60% Daily Work / Participation

Daily work includes the students' day-to-day participation in the activities of the class period. All students start the week with a 100 participation grade for that week. The grade begins to come down due to lack of participation and/or discipline problems.

This may also include paper assignments, materials checks, sectional participation, and low-level playing grades.

- 40% Test Grades / Music Pass Off / Performance Grades

This category includes any major performance throughout the 6 weeks (pep rallies, concerts, contests) as well as concert/contest music "pass-offs" or other instrumental playing tests, and the occasional written assessment.

## **PERFORMANCES**

Performance is a vital part of being in any musical organization. Therefore, there will be required co-curricular and extracurricular performances during the school year.

## **CO-CURRICULAR PERFORMANCES**

Examples: Christmas Concert, Spring Concert

Co-curricular activities are those in which no competition is involved, no admission is charged for the general public to attend, and no prizes are awarded for participation. Co-curricular performances will be presented by ALL band students, and the students will receive a grade for their participation. The band director will grade the band as a unit on their performance and each participating student will receive that grade. Students failing to show up on time with all necessary materials may have points docked from their performance grade. Students failing to maintain proper etiquette on and off stage may also have their grade docked. Students having an unexcused absence from the performance will receive a grade of zero. This performance grade will count five times in the grade book due to the weight it holds in the band curriculum, performance being a major standard of student achievement.

## **EXTRACURRICULAR PERFORMANCES AND TRIPS**

Examples: All-Region Auditions, Pep Rallies, Contests, Spring Trip

Extracurricular Performances include those in which there is competition between groups participating, admission is charged for the general public to attend, or prizes are awarded to individuals or the group for their participation in the event. Pep Rallies are also included in this category due to UIL Rules regarding No Pass No Play. Students may participate in extracurricular performances **if** they qualify under UIL academic standards. These performances are mandatory and absences from them may result in the student being placed on probation or removed from band. These performances will be graded on the same scale as the co-curricular performances.

*Note: All-Region auditions are not required for students, but all other full band performances are.*

Extracurricular trips include any trips of campus-taken throughout the year. Whether it is a required performance or a "for fun" trip at the end of the year, students must be academically eligible in order to participate.

### **REHEARSALS/CLASS PARTICIPATION**

The band director may call rehearsals before school, after school, or at night in order to prepare the band for both co-curricular and extracurricular performances. Grades may be given for these rehearsals, and the director may choose not to allow the student missing these rehearsals to participate in the performance. Missing major rehearsals may also result in the student being placed on probation or removed from band.

Students not having materials for class (instruments, music, reeds, etc.) for more than five days per semester may be removed from performances. These students will be given alternative assignments to complete in order to earn their grade. If sectionals are called, missed sectionals must be made up within 5 school days and scheduled with a director. Students who miss and do not make up sectionals may be removed from major performances.

### **EXCUSED ABSENCES**

To be an excused absence from a performance or rehearsal, one or more of the following must apply:

1. The student has an excused absence from school the day of or day after the event.
2. The student has a doctor's note saying he/she could not attend.
3. There was a conflicting SCHOOL activity that was stated to the band early enough that a solution to the conflict could be pursued.
4. An unexpected emergency (traffic accident, death in the family, etc.) arose.

In this event, every effort should be made to let the band director know in advance. This excuse may be accepted or rejected by the band director.

**Students will still be required to complete a makeup assignment for the missed event, even if it is excused.**

### **DISCIPLINE**

Exemplary behavior is expected at all times. All school rules and policies apply in class and on trips.

Discipline problems will be dealt with in the following manner:

1. When a disciplinary problem arises for the first time, the director will talk with the student about the problem and try to arrive at a solution. If necessary, the student will sign the discipline sheet and write the discipline essay. **If an essay is assigned, it must be completed, signed by a parent or guardian, and brought back the next day.**
2. If the problem continues, or if the discipline essay is not completed and returned, the director will confer with the parents, and the student will sign the discipline sheet again and write the discipline essay.
3. If the problem persists, an office referral will be completed.
4. If the problem is still not resolved, the student may be removed from the ensemble to complete alternate assignments, or in some cases, removed from the band program.

### **END OF YEAR TRIP**

The BMS Band goes on an end of the year trip to reward students for their hard work throughout the year. The location and date of the trip will be determined by the band staff. There is a fee associated with going on the trip. Students who earn credits working in the concession stands with the band boosters may have part of their trip paid depending on the number of hours worked.

Students will be kept from attending the trip for the following reasons:

- Placement in ISS, OSS, or DAEP throughout the year
- Academic Ineligibility
- Persistent Discipline Issues and/or lack of participation
- Any office referrals throughout the year during band class
- More than 5 discipline sheet signings
- Unexcused absences from 1 or more major performances
- Removal from a major performance due to any of the above reasons or non-completion of music pass-offs

### **BAND BOOSTER CLUB**

The Band Booster Club is a vital support organization that serves the band in many ways. The most visible ways are accompanying the band on trips, working the concession stand and other fundraising efforts. On trips, boosters help by chaperoning buses, loading and unloading equipment trailers, moving equipment from place to place, and generally doing anything needed. Money raised by the Booster Club supplements the school budget in the purchase of any special needs the band may have and funding major band trips. Much of the success of the Band is a direct result of the tireless work of the Booster Club. We encourage you to be involved by joining the club, attending the monthly meetings, and helping with projects. Band Booster meetings are held once a month at the High School Band Hall, dates and times TBA.

### **FUNDRAISING**

Band students may be encouraged to participate in one or more fundraisers throughout the school year. Students participation in these fundraisers may earn them either credits towards a major trip, or participation in a fundraiser reward party, depending on the year and grade.

### **PHOTO POLICY**

The BISD Band will have the opportunity to photograph and/or video the students at school-related activities in order to highlight their hard work and accomplishments. These photos/video may be used on the BISD district web-site, band/fine arts pages (including official social media pages), and the local news outlets. Parents or guardians that do not wish for their child to be included in these band photos/videos must submit a written request to the Band Director.

### **MIDDLE SCHOOL BAND SUPPLIES**

7th and 8th grade band students are required to buy the following items for use during band activities:

**Flip folder** for holding music

**Music lyre** for holding flip folder

**Red beginner book** (students should already have one from prior year)

Any maintenance supplies relevant to the instrument (valve oil, cork grease, etc.)

### **MIDDLE SCHOOL BAND UNIFORM**

Casual Performance: Band T-shirt / Blue jeans (no holes or rips) / Tennis Shoes

Concert Black: Band Polo (provided by school) / Black pants / Black shoes

## **BAND “SHOP”**

We keep stock of most instrument supplies/flip folders/etc. that a student may need. We sell them to students at or below the cost to us. While we encourage students to pay up front, we will (for most small purchases) allow students to take the item that they need so that they can participate in class, and we document how much they owe. Notes will be sent out throughout the year to students who owe debts to the band. Please keep up and pay these debts ASAP, as failure to pay debts may prevent participation in certain trips and school events.

## **INSTRUMENTS**

All students are responsible for the safety of their instrument. Failure to take care of an instrument results in lost instruction time as well as costly repair bills.

### **· Personal Instruments**

Students are responsible for any repair or maintenance relating to their instrument. If there is an issue with the instrument, the student should first take it to a BISD band director. We can often fix minor problems and prevent the need to take it to a repair shop.

If the director is unable to resolve the issue, the instrument will need to be sent to a shop for repair ASAP. You may use a shop of your choice (if you have instrument insurance, they may have requirements for where you can take it) or give it to us to send to NTune in Abilene. You will then be given the bill once repair is completed. A parent/guardian must give written consent to allow us to send your personal instrument to NTune.

### **· School-Owned Instruments**

All students playing a school-owned instrument must sign and return an Instrument Agreement Form for their assigned instrument. If there is an issue with the instrument, the student should first take it to a BISD band director. We can often fix minor problems and prevent the need to take it to a repair shop.

If the director is unable to resolve the issue, the instrument will be sent to our shop. **If the issue is determined to be normal wear and tear for the instrument, there is no charge to the student. If it is determined to be damaged due to student error/recklessness, the student will be charged for the repair bill.**

### **Instrument brand names and appropriate mouthpieces:**

<u>Instrument</u>	<u>Brand Name</u>	<u>Mouthpiece</u>
Flute.....	Yamaha 281, Yamaha 261, Gemeinhardt	
Clarinet.....	Buffet E-11, Buffet E-10, Buffet R-1, .....	Vandoren 5 RV Lyre
Alto Saxophone.....	Yamaha YAS23, 26.....	Selmer C*
Tenor Saxophone.....	Yamaha YTS23, 26.....	Selmer C*
Trumpet.....	Bach, King, Yamaha.....	Bach or Benge 5B
French Horn.....		Farkas MDC
Trombone.....	Bach, King, Yamaha .....	Bach 6 ½ AL
Baritone.....		Bach 6 ½ AL
Tuba.....		Helleburg

Clarinet and Saxophone players must have three good reeds for band participation.

Approved reed brands: Vandoren and Mitchell Lure –strength 3 or higher

## **BAND INSTRUMENTS WITH NON-TRADITIONAL FINISH / COLOR WILL NOT BE ACCEPTED.**

### **BAND POLICIES AND PROCEDURES CONSENT FORM**

The information is intended to make your band experience as positive and fulfilling as possible. Please sign the following consent form and return it to the **band office** ASAP.

THIS IS TO CERTIFY THAT THE POLICIES AND PROCEDURES FOR 7TH AND 8TH GRADE BANDS HAVE BEEN MADE AVAILABLE ELECTRONICALLY TO ME. I UNDERSTAND THAT A PHYSICAL COPY MAY ALSO BE MADE AVAILABLE TO ME IF I NEED IT. I UNDERSTAND HOW THE POLICIES AND PROCEDURES APPLY TO ME AND AGREE TO COMPLY WITH ALL REGULATIONS THEREIN.

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Student Name (please print)

Date

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Student Signature

Date

I HAVE RECEIVED (ELECTRONICALLY OR PHYSICALLY) THE POLICIES AND PROCEDURES FOR 7TH AND 8TH GRADE BANDS AND UNDERSTAND HOW IT APPLIES TO MY BAND STUDENT.

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Parent/ Guardian Signature

Date

Scan QR code to access the MS Band webpage to view the Policies and Procedures as well as class announcements



