

Millburn Band Handbook

Dear Parent(s)/Guardian(s) and Student: Greetings! I trust you had an enjoyable summer and hope you are looking forward to the upcoming school year. I would like to take this opportunity to introduce myself and invite you to join our Music Booster organization, which meets one Tuesday every other month in the band room (see calendar for dates and times). In the handbook you will find policies, procedures, and other important information regarding the Millburn Band Program. Please take time to read this material, as the success of our band program depends upon each individual working toward the same goals. Please sign the separate acknowledgment form and have your child return it to the band room as soon as possible. If you have any questions, please to contact me at school.

Musically,
Chad Anderson
Director of Bands

.....

Please sign and return this page to Mr. Anderson A.S.A.P.

I acknowledge that I have read, understand, and will adhere to the guidelines presented in the Millburn Band Handbook.

Parent/guardian signature date

Student signature date

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PHILOSOPHY OF THE BAND PROGRAM

The Millburn Band Program was developed to offer children of this district an opportunity to enrich their education and enjoy the experience of music. Through the playing of an instrument, the child will develop self-discipline and at the same time, an appreciation of working together to attain a common goal. The study of an instrument requires the student to read a new language (one of musical notes); coordinate hands, fingers, and embouchure; physically feel the rhythm; and express this through his/her instrument in an artistic manner. Through participation in the band, the student will build self-confidence, develop a sense of responsibility to the group, and enjoy many worthwhile musical activities. This experience will provide enjoyment, a better understanding of music, a host of memorable experiences and new long-lasting friendships. As the trend toward community band continues to grow in this country, there is the opportunity to play one's instrument for a lifetime.

REQUIREMENTS FOR BAND MEMBERSHIP

The first requirement for band membership has to be the desire on the part of the student to play an instrument and take part in band. The student must be willing to practice at home, attend all lessons, rehearsals, and performances. When making this commitment, the student must realize that he/she is not only responsible to himself/herself, but also to the rest of the band. Each player is a necessary part of the band and band members come to depend upon one another in performance. Each student must have an instrument of adequate quality. Instruments may be obtained by renting from a music store. Every effort should be made to provide the best possible instrument for your child. Students are required to buy their own lesson books and supplies such as reeds, oil, cork grease etc. For your convenience, these supplies may be purchased online at www.deerfieldmusic.com.

PARENT INVOLVEMENT & RESPONSIBILITIES

There is nothing that will assure your child's success and improvement more than your sincere interest and encouragement in his/her playing and participation in band. Here are some suggestions of how you can help your child's progress:

1. Set aside a regular time and a quiet place for practice each day.
2. Help you child keep a record of practice times on their IPAD; sign this record and remind your child to bring it to school on the day of his/her lesson.
3. Be generous with praise for your child's efforts.
4. Make certain that the student comes prepared on lesson days.
5. Contact the teacher whenever there is a problem or a question that comes to mind.

6. Attend all concerts and participate in Music Boosters.
7. Help your child understand that hard work now, will pay off in fun and enjoyment in the future.
8. Make band a commitment. Your attitude that this is now a part of your child's school life, and not something to be "tried out", will be reflected in your child's attitude toward his/her participation in band.

Your child may not particularly like to practice once the "newness" has worn off and the "going gets rough". Experience proves, however, that with proper encouragement this cycle is short-lived and they will soon become interested and will continue to practice. Few young children are mature enough to stick with any activity for an extended period of time. Parents must play an active role in encouraging and overseeing the child's progress in their musical activities.

BANDS

As the student progresses musically, they will advance through the band program: Beginning, Concert, and finally Symphonic Band. In addition to this is the Jazz Ensemble, which is by audition only. The expectations of the students in all bands are high and membership is considered a privilege and an honor. All members are expected to maintain a high degree of proficiency and to conduct themselves in a manner so as to always be a credit to the organization and to the schools.

Group Lessons: Lessons are scheduled every 7 school days and are held during the school day. It is school policy that the student is expected to attend these lessons unless the classroom teacher sends a note prior to the lesson. It is also the student's responsibility to notify the classroom teacher of this lesson time. For the student's convenience, lesson lists and times are posted at the beginning of the year in their homerooms. In addition, students are given the lesson lists and times. All unexcused lessons will be tabulated in the student's grade.

Rehearsals: Full band rehearsals vary for the different bands.

Beginning Band: Mondays and Thursdays after school 2:30-3:45 P.M. at Millburn **Elementary Concert Band:** Tuesday and Wednesday after school 2:30-3:45 P.M. at Millburn Elementary. **Millburn Middle School Jazz Ensemble** Tuesdays and Thursdays 7:05-8:20 at the Middle School, Middle School Concert Band rehearses on A days at the Middle School during 5th, 6th, or 7th periods. Symphonic Band will rehearse on Monday, Wednesday, and Fridays from 7:05-8:20. Each band member is expected to attend all rehearsals for their band. Both before school and after school bussing is provided for free for each respective band. If a student is absent from a rehearsal, but does attend school, a note from home should be brought to the band director explaining the reason for the absence. If for any reason a student cannot play his/her instrument, but is well enough to attend school, the student is expected to attend the rehearsal. All unexcused absences or tardies will be tabulated in the student's grade.

Concert Performances: Performances vary for the different bands. Please see calendar for specific dates, locations, and times. All mandatory performances are stated on the calendar for all bands.

Dress/Uniform: Performance dress codes vary for the different bands.

Beginning Band: Students are asked to “dress up” for the performances. No tennis shoes or jeans!!!!

Concert Bands: Students are asked to “dress up” for the performances. No tennis shoes or jeans!!!!

Symphonic Band: A Clean tuxedo is fitted and issued at the beginning of the school year. The uniform consists of jacket, pants, tie, and cummerbund. Each student must furnish white tuxedo shirt, black socks and shoes. (No suede or tennis shoes)

Jazz Ensemble: Students are asked to “dress up” for the performances. No tennis shoes or jeans!!!!

ATTENDANCE

It is extremely important that your child attend all rehearsals, group lessons, and performances. A calendar is sent home at the beginning of each year. Please try to resolve any conflicts you may have with the performance dates. The band relies heavily upon interaction among players and one person's absence can hurt the performance. Attendance at lessons cannot be stressed enough. A student who does not attend lessons will not learn to play his/her instrument adequately. Music performed at concerts is rehearsed at lessons. A note from the parent or the classroom teacher should precede any absence from a lesson. Students are expected to attend all rehearsals unless they are absent from school. If a student is absent from a rehearsal a note from home should be brought to the band director explaining the reason for the absence. If for any reason a student cannot play their instrument, but is well enough to attend school, the student is expected to attend the rehearsal. Unexcused absence from any performance will result in a lowered grade. Excused absences are the same as in the Millburn School Handbook. Lastly, please do all you can to schedule dentist, doctor, specialist appointments during non-school hours.

LESSONS

All students in the instrumental program are given a 30 minute group lesson once every 7 school days. These are held during the school day. Lesson times will be posted in the band room and in homerooms. Assignments are given at each lesson and should be practiced at home. It is a school policy that all students attend these lessons unless a note is sent from a classroom teacher prior to the lesson. All students are encouraged to study privately. For a list of instructors in the area, contact the director or check the band website.

HOME PRACTICE

In order for a student to progress on an instrument at any level it is necessary to practice outside of school. Set aside a regular time and quiet place for practice each day. 120 minutes per week is required and should be captured on their IPAD.

GRADING SYSTEM All band students will receive a grade on their report card. Students are required to practice 120 minutes a week. 4th-8th grade students will receive a letter grade.

Grading Policy (weighted) - Rehearsals 40% Performances 20% - Weekly Lessons 40%

Rehearsal Criteria (weekly grade) - Student on time for rehearsal - Instrument and appropriate materials are present (pencil with eraser, spiral notebook only used for band, IPAD) Attentive and exhibiting good conduct - Attendance to all rehearsal sessions - Performing music at a proficient level.

Performances (grade for each concert) - Student on time for performance - Instrument and appropriate materials are present
- Attentive and contributing to a great performance – Individual part is performed at a high level of proficiency

Instructional Lessons/Performance Exam (weekly grade) - Attendance to all required lessons -Assigned Lesson material performed at a high level of proficiency and weekly captured practice on IPAD - Instrument and appropriate materials are present (pencil with eraser/spiral notebook, IPAD)

Performance Participation (typically a concert per quarter) Each student will get a grade for participation in prearranged concert per the band calendar

Grading Scale

Same as school handbook

CARE AND REPAIR OF INSTRUMENTS

Learning proper care and maintenance of instruments is part of the beginning band curriculum. It should be stressed that the instrument cases should be latched each time the instrument is put away and that the cases are not designed for sitting on or for use as footstools. Each time the student is done practicing, the instrument should be properly cared for and put back in its case. The case should have identification: student's name, address, and phone number on the outside of the case. A record of the serial number of the instrument should be kept at home. Insurance is available when renting from the music store. This covers damage during the rental term. If renting through a music store through Millburn, the instruments can be dropped off and picked up from the school. Loaner instruments are provided.

SUPPLIES

For your convenience the instrumental department has available all supplies a student needs such as reeds, valve oil, slide oil, cork grease, cleaning tools, and lesson books. These materials may be purchased online at WWW.Deerfieldmusic.com.

FEES

Students participating in the Millburn School Bands will be charged a user fee of \$0 dollars except for Beginning Band, Concert Band, and Jazz Ensemble that will be \$150.00. This fee should be paid at the time of school registration or when the student joins a band, whichever occurs first. You may also set up a payment plan with the office if you need to. This year we have free busing for students to and from band rehearsals.

FUNDRAISING

Fundraising is a necessity to enable the purchase of supplies and instruments needed for the music department. The money can be used for anything to support the band program, including new instruments and field trips. Each family is required to participate in the activities if possible.

Music Boosters

What are Music Boosters?

Music Boosters is a HUGE part of the music program. It is the parents of the students in the Millburn Band Program. Some of the parents form an Executive Committee consisting of a president, vice president, secretary, and treasurer. Uniform chairperson, ways and means chairperson, and the special events chairperson.

How do I become a Music Booster?

You are automatically considered a Music Booster when your child becomes a member of the Band program. All you need to do is show up to the meetings!

When Do Music Boosters Meet?

On the first Tuesday of September, November, January, March, and May. 7:00 P.M. is typically the time we meet. Please check the band calendar for times and locations.

What is expected of me as a Music Booster?

"Jobs" are assigned during the meeting. These can range from making phone calls to mending uniforms and everything in between!

Are there membership dues?

No, there is no cost to being a Music Booster; however, there is a payoff: watching your child progress and gain self-esteem as he or she progresses through the levels of the music program.