

Saghalie Middle School

Music Department Student Handbook

2009-2010

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I. Parent Involvement...

Parents are encouraged and invited to support the Music program. Parents can support the department by encouraging their child's musical growth. Encourage your child to practice each day at home. Ask him/her to perform for you or the family. Talk about good rehearsal etiquette. Attend your child's music events. Take your child to concerts in the Federal Way or Seattle/Tacoma area.

- Saghalie has a very active music department that feature Bands, Choirs and Orchestras
- Accompanying your children to a concert or musical production will encourage them to stay active in the music program throughout their middle and high school years, *and throughout life.*
- We will need chaperones to accompany the music groups to contests and field trips. Parent volunteers can often be used to file and sort music, etc. If you are interested, please contact me. With everyone working together, we can have a successful program!
- You may check out state music Essential Academic Learning Requirements (EALR's) at <http://www.k12.wa.us/curriculuminstruct/Arts/pubdocs/pdf/EALRsintro.PDF> and district music Grade Level Expectations (GLE's) at <http://www.fwps.org/cur/secexp/arts/music/index.html>

II. School Instrument Use and Fees...

Most students are encouraged to purchase or rent their own instruments. It is best to purchase or rent, especially smaller instruments, because a well maintained instrument can be an investment. Also, the Federal Way Public Schools will not be able to provide each student with an instrument, so dependency on school owned instruments can lead to a high drop out rate between 8th and 9th grade.

Mandatory district fees are assessed to cover normal wear tear of the instrument while it is in the care of the student and checks are payable to Federal Way Public Schools

For large or unusual instruments, or if a family is unable to purchase/rent an instrument, Saghalie Middle School has a limited number of instruments available for check-out. A fee of \$100 per year or \$60 per semester is assessed for the use of a school owned instrument. For any student using percussion instruments, \$55 per year or \$35 per semester is assessed. All usage fees are paid to the bookkeeper in the main office.

All students who use school instruments are held responsible for the care of that instrument. If something seems to be broken, DO NOT try to fix it at home! Bring it to school so we can better determine the problem. See Mr. Ridgewell for check-out forms or if you are unable to purchase/rent an instrument.

III. GRADING...

Our classes are primarily performance-based. Therefore, grades are primarily based on performance assessment. Several playing and written assessments will be administered throughout the year. Improvement in music skills can only happen when skills learned in class are reinforced at home. **Participation at all concerts is mandatory, and totaled into the grade average.**

The average is based on performance in each the following areas:

- Collaborative Work-Daily Rehearsal Techniques - 40%
- On Demand Work-Playing and Written Assessments - 30%
- Project Based Work-Concert Participation Assessment - 30%

Grades based on daily rehearsal techniques reflect a student's contribution to the class and his/her ability to listen and follow instructions. A good musical group is like a good team. Each individual's efforts must be constructive. Disruptive behavior by one individual weakens the group.

Every student is expected to come to class prepared each day. The student must bring all necessary materials. Failure to bring these materials will result in a student who is unprepared and cannot properly participate in class activities.

Playing/singing and written assignments and assessments will cover scales, exercises, concert music, worksheets, essays and compositions etc. If you are absent the day of an assignment or assessment, be prepared to make it up the first day that you return after the absence. It is the *student's* responsibility to make up the assignments and assessments. Any assignment or assessment not taken or turned in will result in a loss of points for that category.

Participation at concerts and contests is a Music Department, district and state requirement. We are performance classes and concert/contest participation is a major part of assessing the student.

An excused absence will be determined by the instructor and will be granted only for the following reasons: personal illness (severe enough to stay home from school), death in the family, emergency and religious reasons.

The instructor **MUST BE NOTIFIED PRIOR** to the performance (except for emergencies) by a parent or guardian. Any student who misses a performance with an *excused* absence may do a 3 page report (typed, double space) to make up performance points. The paper should be on a topic pertinent to the current concert, about a composer, musical style, or other topic agreed upon between the instructor and the student. Students should use their own words in writing the paper, with an accompanying bibliography listing sources used. This must be turned in a timely manner.

Unexcused absences will result in lowering the grade for that grading period. Any non-emergency, voluntary activities (such as extra-curricular activities, family outings, baby sitting, work, doctor appointments, transportation, etc.) are NOT excused absences. The Music Department only performs a few evening concerts each year. Students and parents are notified well in advance of performance dates, and are expected to be there. PLEASE check your calendar with the Music Department calendar NOW (calendar located on the school website <http://www.fwps.org/saghalie/>), and contact us in advance should any conflicts arise. We will work with you and your child with any unavoidable emergencies.

IV. Instrument Storage...

Instruments are kept securely in specially designed rooms and closets. These rooms and closets are locked at night and opened in the morning. To add to security and safety, students are assigned a locker and lock in the instrument storage room. Students are responsible for securing their lockers.

V. Music/Folders...

Each student will receive their own folder in which to keep school owned music, technique book, and a pencil. Students are must take their folders home in order to practice (HOMEWORK!!!). Keep in mind that the student is responsible for all items in the folder.

VI. Required Materials...

All students are required to have:

Method Books and Materials:

- All choir materials are provided by the Instructor
- 6th Grade Band and Orchestra-Essential Elements 2000 Book 1;
- 7th Grade Band and Orchestra-Essential Elements 2000 Book 2;
- 8th Grade Band and Orchestra- Essential Elements 2000 Book 3;
- Music folder (Provided by Instructor);
- Pencil-#2 lead (Please have one pencil that you leave in your folder at all times);
- Paper-Notebook

Specific Instrument Materials-Students should have materials in a timely manner:

- **Strings:** Extra strings, rosin, shoulder pad (violin and viola only) and wiping cloth;
- **Flute:** Tuning rod and cleaning swab.
- **Oboe/Bassoon:** Two reeds and cases, case for water (35 mm film case works well), pipe cleaners, cork grease, and cleaning swab. Bassoons must also have a seat strap.
- **Clarinets:** (3) reeds #2 or #2-1/2, reed case, cork grease, and cleaning swab.
- **Saxophones:** (3) reeds #2 or #2-1/2, reed case, cork grease, and cleaning swab, and a neck strap.
- **Horn:** Rotary oil, slide grease, mouthpiece brush, and snake. Instruments should be in good working order. All rotors and slides should be clean and free moving.

- **Trombones:** Slide Oil, slide grease, mouthpiece brush and snake. All valves, slides and rotors should be clean and free moving.
- **Trumpet/Baritone/Tuba:** Valve oil, slide grease, mouthpiece brush, and snake. Instruments should be in good working order. All valves and slides should be clean and free moving.
- **Percussion:** 7th and 8th Grade percussionists are required to have a stick bag, pair of marimba mallets, xylophone mallets, 5A and 2B nylon tipped sticks. **ALL PERCUSSIONISTS** are responsible for keeping school owned percussion equipment clean and in good working order.

VII. Braces...

Many students during the course of middle school need to get braces or have other orthodontic work done. For many musicians, and to varying degrees, braces can impede playing/singing ability. It can be a frustrating time for the student. If your child is going to get braces, please speak to me first so that I can properly address the issue with him/her.

Because orthodontia affects playing/singing ability for many students, please try to schedule appointments so that they do not create conflicts with performances. For example, try not to get braces put on for at least TWO WEEKS before a concert. DO NOT get braces tightened for at least TWO DAYS before a concert. Your attention to our schedule will ensure that your child is able to perform to the best of his/her ability on those important days.

VIII. What to do if you are sick...

Sometimes, students assume that they cannot perform if they have a cold or sore throat. On the contrary, for the most part, performing while slightly ill will not add to the symptoms. Each student is expected to perform to the best of their ability unless experiencing severe pain or trouble breathing due to illness.

If a student is too ill to perform but not too ill to be in school, we must have a SIGNED NOTE from the parent for that particular day. For that day ONLY, the note will excuse the student from playing, *but not from participating*. Students can still participate in learning through reading along, listening, sorting music, etc.

IX. Backpacks, Cases and Skateboards...

Because of safety reasons, all things used by the student must be able to fit under the student's chair. Cases and sometimes backpacks can be left in the instrument locker. Skateboards will be left at the (free) skateboard parking area in the music room.

X. Off Limit Equipment and Areas...

If an instrument is not yours (especially percussion instruments), you are not to play or touch it (even if the owner says you can). You are not to go into the music office or practice room area without teacher permission. You are not to use the teacher's computer or classroom audio/video equipment without teacher permission.

XI. Discipline Policy...

Excellent discipline and order is expected at ALL times. In music class, we mainly learn in a large group setting with many opportunities for distraction. Self-discipline is the first step in reaching potential as individuals and as a group.

Classroom Expectations:

- Follow directions the first time;
- Raise your hand and be recognized before speaking;
- Play only your instrument and only when asked to;
- No food, drink or gum allowed in the room (water okay).

Policy Non-compliance Consequence:

Failure to follow any of the stated policies may result in the following consequences:

- **1st infraction:** Verbal warning;
- **2nd infraction:** In-class time out (with written assignment) & lowering of rehearsal techniques grade and/or a student conference;
- **3rd infraction:** Lunch detention **and** phone call to parents;
- **4th infraction:** Administrative Referral.

Further infractions may result in dismissal from the Saghale Middle School Music Program.

XII. Teacher/Student Communication...

We are *very* interested in what is important to you, but individual attention is not appropriate when it detracts from valuable class time. If you have anything of personal concern, suggestions for music to play/sing, etc... feel free to talk to us at any of the following times:

- Before or after class (very quick or emergency purposes)
- Before or after school (make sure we know ahead of time)

XIII. Area Music Retailers and Purchasing

West Campus Music Center
32042 23rd Ave S.
Federal Way, WA 98003
(253) 946-4956

Mills Music
24202 104th Ave SE, Ste B-2
Kent, WA 98031
(253) 850-8000

Ted Brown Music
6228 Tacoma Mall Blvd.
Tacoma, WA 98409

1-800-562-8938

A word of caution when purchasing from big retail department stores and off of the internet... There are many instruments with very low prices, but these instruments are typically poorly made causing frustration for the child, many music stores will not repair them and they have poor resale value.

XIV. Uniforms...

Formal attire at performances is required for all Saghalie Music students. The required dress will as follows:

- The Saghalie Music Department shirt (we will do an order in October);
- Kaki school uniform pants or modest, knee-length or long skirt (6th grade);
- Black slacks or modest, knee-length or long skirt (7th & 8th grades)
- Black socks or nylons and black dress shoes (no athletic shoes).

Shirt purchases will be available through the front office for approximately \$20 and we will be making a group order in October. Formal pictures of the performing groups will be taken in November and **all students must have purchased their concert outfits in time for these photographs.** Students who require financial assistance in purchasing their concert attire (and field trips for that matter) can be helped in a confidential manner. There are organizations and even parents of other students that supply monies for special needs. Please ask if you need help!

XV. Leavenworth...

Our more advanced groups take an annual trip to perform in Leavenworth, WA. This is a day to reward those advanced students that have attended all concerts, contests and festivals. Also the student must have good behavior and grads. There will be a cost of approximately \$15.00 per student to cover transportation.

XVI. Saghalie Music Department Calendar 2009-2010

<u>Date</u>	<u>Event/Time</u>	<u>Grades</u>	<u>Groups</u>	<u>Location</u>
September 9 (Wednesday)	Rental Night 5:30-7:30 PM	6	B, O*	Sacajawea MS
November 17 (Tuesday)	Fall Concert 7:00-9:00 PM	6, 7, 8 (Arrive 6:30 PM)	C, B, O*	Saghalie MS
February 27 (Saturday)	Solo/Ensemble** All Day	6, 7, 8	Vocal	Kilo MS
March 6 (Saturday)	Solo/Ensemble** All Day	6, 7, 8	Instrumental	Stahl JHS
March 16 (Tuesday)	Winter Concert 7:00-9:00 PM	6,7,8 (Arrive 6:30 PM)	C, B, O	Saghalie MS
May 1 (Saturday)	Choral Contest*** All Day	7,8	Choir	Glacier View JHS
May 1 (Saturday)	Orchestra Contest*** All Day	7, 8	Orchestra	Ballou JHS
May 15 (Saturday)	Band Contest*** All Day	7, 8	Band	Aylen JHS
May 26 (Wednesday)	Spring Concert 7:00-9:00 PM	6, 7, 8 (Arrive 6:30 PM)	C, B, O *	Saghalie MS
June 2 (Tuesday)	Field Trip**** All Day	7, 8	C, B, O*	Leavenworth, WA

* C=Choir, B=Band, O=Orchestra

** Solo/Ensemble only for those students working with a private teacher or with Instructor

*** Valley League Contest

**** Only for those students that are in good standings with their grades and discipline issues.

Not included on calendar: During school assemblies and Elementary tours.

A letter from the Instructors...

Dear Saghalie Music Students and Parents,

Welcome back to school for the 2009-2010 school year! We are looking forward to a great year of music making with you! So that every student and parent can be aware of the many facets of the music program, please read carefully the entire packet. Of special importance is the calendar of musical events for this school year. If there are any conflicts between your student and our scheduled performances, please notify us soon so that we can better plan for the group and assist your child in doing any make-up work that may be required.

Thank you for your support of the music programs at Saghalie!

PLEASE READ THIS PAGE WITH YOUR CHILD AND RETURN (THIS WILL BE ONE OF THE FIRST GRADES IN THE GRADEBOOK!)

- I have read this handbook and will strive to abide by the guidelines set forth.

Student Name (printed) _____

Grade _____

Student Signature _____

- I have read this handbook & have noted the performance dates for our calendar.

Parent Signature _____

- Indicate in what capacity would you be willing to volunteer with the music department programs this year:

_____ Chaperone Trips _____ Music Office Help (data input)

_____ Concert Audio/Visual _____ Other _____