

## Letter to Parents – Student/Parent Signature Sheet

This source book has been designed to give you a complete picture of what is expected from your particular music class. Please familiarize yourself with these procedures and expectations.

Those of you involved in a performing group will learn a lot about music, as well as many other disciplines. I think the most important concept we can learn from a performing ensemble is RESPONSIBILITY. Responsibility to yourself, your school, and your peers is so important that it cannot be overemphasized. Don't be surprised by how many activities you may have to arrange around our music events. Please honor your commitment that was made when you joined our organization.

**Every** individual in a performing organization is important to the success of the group. Because the class has performances to do, one of our ultimate goals is the performance itself.

Please read the source book carefully, print off this one page, sign/print below and return this signature page to me next week by Friday, Aug. 24, 2018 (10 point assignment).

Sincerely,

Maestro Kelly Stewart  
AHS Band/Orchestra Director

We have read this source book and we completely understand the expectations that go along with it.

Student Name (print)\_\_\_\_\_

Student Signature\_\_\_\_\_

Parent or Legal Guardian signature\_\_\_\_\_

- Please do not give my contact information to the Analy Band Wagon, the non-profit organization supporting Analy Bands and Orchestra.

**ANALY HIGH SCHOOL BAND/ORCHESTRA DEPARTMENT SOURCE BOOK**

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# ANALY BAND WAGON

## **Adult Music Booster Information**

A Booster is usually a dedicated, hardworking Mom or Dad (often both) of a member of the school band or orchestra. Sometimes a booster is simply a music education supporter. A Booster's work is all too often without praise, unrecognized and unrewarded in terms of compensation for hours of work, telephone calls and sometimes sleepless nights on trips.

A Music Booster is a truck driver (sometimes a van); a "taxicab" driver, using the family car to chase down a loose piece of music or a music stand; a chaperone; a confidant and problem-solver who must listen to the seemingly endless problems related to the band or orchestra and come up with solutions to those problems.

A Booster serves on countless committees, but still takes on the really tough jobs that have to be done.

Most of a Booster's time is spent in fund raising.

Band and orchestra directors look to their Booster organization (ABW) to help raise the funds to finance that important trip, or to buy much needed equipment that the school district cannot provide.

It's important to understand and appreciate the important role Booster organizations play in keeping school music alive and well in America. It's time someone stood up and shouted THANKS BOOSTERS!

Please be an active part of our Analy Band Wagon!!

[Analybandwagon.org](http://Analybandwagon.org)

## I. GENERAL INFORMATION

1. Be present, prepared and on time to all rehearsals and performances. Learn your individual music and be a contributing member of your organization. Act with courtesy toward teachers, each other, and the classroom.
2. When you cannot take part in class activities for some legitimate reason, you must report your inability to participate before class or at your earliest opportunity. You will be assigned one of the following to do: 1) remain in your seat, participating in any activities that will not harm you and observe and learn whatever can be learned under these circumstances; 2) assist in service activities; or 3) another activity given to you by me, Janis, or the substitute.
3. Chewing gum, eating, or drinking (a water bottle is allowed) **is not permitted** in the Band Room during rehearsal. Please deposit it in the wastebasket/recycling bin or put it away.
4. **Put things back where you found them and clean up after yourself.** There is no band room fairy to clean up after you. It is everyone's responsibility to keep the space nice and organized.
5. When writing on your music or music book use only pencil! Everyone must have a pencil available **everyday**. Failure to have a pencil will result in loss of participation points.
6. When in class you are to be working on class work (not work from another class).
7. A standing rule with instruments and music is, "If it isn't yours, don't touch it!"
8. Many times during the year there will be deadlines to meet. Points from your weekly grade may be taken off accordingly if you fail to meet these deadlines.
9. **Financial responsibility of any damage due to negligence or misuse to school equipment will be assumed by the student(s) involved.** Do not use someone else's instrument, music or book. If you have lost your music or materials, report it immediately.
10. No sunglasses are allowed during class. You **may** be asked to remove your hat as well, if it distracts the vision of another student or the class in any way.
11. All school rules apply when you are representing Analy High School regardless of the time of day or location.

## II. ABSENCES

1. Excused absences may be made up. For each excused absence, it is the student's responsibility to log 30 minutes of make up time by reporting to Maestro Stewart or Janis and practicing, doing online theory or ear training, or helping around the band room. You must then record your makeup time on the "Absence Makeup" clipboard outside of Janis's office. Absences must be made up within 2 weeks of the absence. Too many excused absences may result in grade loss. It is your responsibility to ask for makeup work.

2. An unexcused absence will result in a loss of daily participation (5 points), which always affects your grade. It is your responsibility to make sure that the unexcused daily participation is excused and it is marked in the roll book accordingly!
3. If you are called to the office during class time without a pass, you must return to class with a pass.

### III. TARDY PROCEDURE

1. You will be considered tardy if you are not in your seat, with instrument and music ready to play 3 minutes after the tardy bell rings. You will lose 1 point (of 5 points daily) for each tardy.
2. A late tardy (over 15 minutes) could result in the loss of more points. If you know you are going to be late to class, get a note from your previous teacher. Most teachers will gladly give you a note if they detained you.

### IV. MAESTRO STEWART'S PERFORMING GROUPS

1. All folders should be put away in the cabinet/cubbies provided at the end of rehearsal. Home practice is expected, so plan to take your instrument home. Music and music folders will be checked out to all students. Replacement cost will be \$2.00 per sheet of music. **IT IS VERY IMPORTANT THAT WE DO NOT LOSE THE MUSIC.** There are several arrangements in our music library that cannot be used because of missing parts. It is almost impossible to order individual parts from a publisher. Please do your part and keep track of your music/instrument.
2. As this is a performance-based class, the goal is that you are at the performances. You must understand that the band and orchestra performs at various times during the school year and you are expected to attend **ALL** performances, and stay through the end.
3. If you cannot appear at a given performance, Maestro Stewart must be contacted by **written email** from parent or legal guardian **two weeks** before the performance. Please have your parent write the best time to call for verification. Emergencies will be treated on an individual basis.
4. If you are excused from a performance you must do a make-up assignment in lieu of the time spent performing. It is your responsibility to ask for this assignment.
5. Your grade will be lowered **one letter grade** for each unexcused absence from a performance since no make-up work will be given.
6. Many times during the year we will be performing outside the town of Sebastopol. No students will be allowed to drive to these events. A parent may choose to pick up their child **after** an out-of-town performance, and this is permitted. The student **must** still ride **to** the performance with the group. If someone other than a parent would like to take a student home, the school district has special procedures and forms to fill out. Contact the school office if this situation arises.
7. After school rehearsals and/or sectionals may be called if the need arises. Students will be expected to participate or follow the same procedure for missing a rehearsal.

## V. BAND STUDENTS

1. All band students are required to participate in **all home** football games, except for the first game this Friday (08/17/18).
2. When the director steps on the podium, it is time to be attentive and quiet.
3. Reed instrument players should always have **at least two reeds** in their case. Reeds are available at a tremendous discount, (thanks to ABW!) through the music department. **See Janis on your own time, not during class time!** There is no excuse for not having a reed.
4. Each band student is expected to provide their own lyre for marching events, except flutes.
5. Percussionists should own at least one pair of drumsticks; it's your instrument. All percussionists are also required to participate in the Analy Drumline, a marching percussion ensemble. Attendance and participation in Drumline performances (100 points each) and rehearsals (5 points each) is mandatory for all percussionists. Drumline rehearsals are to be determined (TBD), and scheduled as needed.
6. Some school-owned instruments are available to check out for students who are unable to provide their own instrument. If you need to rent an instrument, you must talk to Janis and have her find you an instrument and fill out the **Analy Instrument Checkout Form**. Before you may use or take home the instrument, you must return the form, signed by you and your parent/guardian. The student and parent are responsible for repair and maintenance during the school year. At the end of the year, the instrument will be inspected for damage and an additional charge may be assessed if needed. If you should choose, or a school-owned instrument is unavailable to rent, then you can rent one from a local music shop.
7. Concert dress for Symphonic Band will be:

Black Tuxedo jacket and pants, blue cummerbund and tie, white tuxedo shirt, black socks, and black dress shoes

-or-

Formal Dresses and black closed-toe dress shoes.
8. Concert dress for Concert (Advanced and Intermediate) Band will be:

White tuxedo shirt, black tux pants, blue cummerbund and tie, black socks, and black shoes
9. You are responsible for playing the parts that are assigned to you to the best of your ability. Each person has a different level of musical ability. You will not compete for a grade with anyone but yourself. Your grade is affected by your effort, participation, class assignments and willingness to do what is expected of you. Outside practice is expected!
10. Band fulfills both high school and CSU visual/performing arts requirements.

## VI. ORCHESTRA STUDENTS

1. When the director steps on the podium, it is time to be attentive and quiet.
2. Wind and percussion members rehearse with the orchestra on Tues/Thursdays during SSR (Silent Sustained Reading) in 4<sup>th</sup> period. They also are required to attend Monday night rehearsals, from 6-7:30 pm. String players are also required to attend some Monday night rehearsals from 6-7:30 pm, dates TBD.
3. Some school-owned instruments are available to check out for students who are unable to provide their own instrument. If you need to rent an instrument, you must talk to Janis and have her find you an instrument and fill out the **Analy Instrument Checkout Form**. Before you may use or take home the instrument, you must return the form, signed by you and your parent/guardian. The student and parent are responsible for repair and maintenance during the school year. At the end of the year, the instrument will be inspected for damage and an additional charge may be assessed if needed. If you should choose, or a school-owned instrument is unavailable to rent, then you can rent one from a local music shop.
4. Concert dress for Orchestra will be:

Black Tuxedo jacket and pants, blue cummerbund and tie, white tuxedo shirt, black socks, and black dress shoes

-or-

Formal Dresses and black closed-toe dress shoes.
5. You are responsible for playing the parts that are assigned to you to the best of your ability. Each person has a different level of musical ability. You will not compete for a grade with anyone but yourself. Your grade is affected by your effort, participation, class assignments and willingness to do what is expected of you. Outside practice is expected!
6. Orchestra fulfills both high school and CSU visual/performing arts requirements.

## VII. MAESTRO STEWART'S GRADING POLICY

1. Band and Orchestra are performance/participation classes. Since it is impossible to make up what is missed in a rehearsal and since the ensemble is greatly affected by each individual's presence, grading is based primarily on participation.
2. Students will accumulate participation points for each activity, including daily rehearsals and all outside rehearsals and performances. Even a small number of unexcused absences will seriously affect your grade. Classroom participation points are earned with an expected level of focused behavior, active participation, and positive attitude in rehearsals. Participation makes up approximately 60% of a student's grade.
3. Participation = 5 points/day

Occasional playing tests and assignments = 10-20 points each  
Concert/Performance = 100 points  
Semester Project = 10% of semester grade (if assigned)

4. **Late to a performance** = -25 point  
**Unprepared for a performance** = -50 points. This includes missing music, instrument not working, **and not wearing the appropriate attire!! Be sure your uniform is complete prior to performances to avoid this penalty.**
5. Grading Scale:  
90-99% = A  
80-89% = B  
70-79% = C  
60-69% = D  
0-59% = F