

**Center Point-Urbana 5th Grade Band
Handbook**

2017-2018

Dan & Dorothy Jacobi, Directors



Dear Parents and Students:

We would like to take this opportunity to welcome students and parents to the CPU Beginning Band program. Through band you have the opportunity to grow both socially and academically.

This handbook is being given to you so you may understand the requirements for being in the band. Please read this handbook carefully and sign and return the sheet by the date indicated on the final form.

Be aware that all performances are a requirement, receive a grade and are a vital part of the learning process. By giving you the performance dates now, we hope to eliminate conflicts.

Feel free to stop in at any rehearsal and listen to what is happening in band. Please utilize the CPU band webpage to answer questions and find up to date information such as itineraries for upcoming events at: www.cpubands.org

If you have any questions or concerns, please contact us at:

Mrs. Jacobi: dotjacobi@cpuschools.org

849-1102 ext. 3218

Mr. Jacobi: danjacobi@cpuschools.org

849-1102 X 1321

Musically yours,

Mrs. Dorothy Jacobi

Mr. Dan Jacobi

5-12 Co-Directors, CPU Bands

CPU Band Mission Statement

The CPU Band program teaches 21st century skills through an organized music group that demonstrates respect, pride, discipline, self-expression, creativity, and higher-level thinking. (See the following website for more information on 21st century skills:

http://www.p21.org/storage/documents/P21_Framework_Definitions.pdf

Band Parents

As parents, you play a large role in determining how successful your child will be in band. Support of your child's efforts can mean the difference in success or failure on their instrument. A few things you can do to help support your child are listed below.

1. Show an interest in the music studies of your child.
2. Arrange a daily practice time in a quiet place.
3. Help them with their practice; learn with them.
4. Help them keep record of what they practice and the amount of time practicing and set short-term goals with rewards.
5. Keep their instrument in good repair and keep them supplied with all materials and accessories (books, reeds, oil, etc.)
6. Help them to be on time and be good communicators.
7. Keep informed of activities.
8. Notify the director, in advance, if your child is to be absent or tardy to any rehearsal or concert.
9. Make sure students have their instrument and materials on appropriate days.
10. Discuss with the director(s) anything that might help them to understand your child better.
11. Attend all performances and parent meetings.
12. Get involved when & where possible.

Classroom Rules & Expectations for Concert Band

- * Band sectionals and full ensemble rehearsals are from 9:35-10:05.
- * Woodwind, Brass & Percussion sectionals are once a week during the 1st trimester. Woodwinds on Tuesdays, Percussion on Wednesdays, and Brass on Fridays.
- * Full ensemble rehearsals are Tuesday & Friday & every other Wednesday starting the end of October. Sectionals will no longer occur once full ensemble rehearsals begin.
- * Lessons are in a group setting, last 20 minutes, are a pull-out from the classroom & occur once a week year round.
- * Conduct yourself with respect and always try to make a positive contribution to the ensemble. Treat other students, equipment and school property with great care in all areas of the school (band room, storage spaces, hallway, buses etc...)
- * Always strive to improve individual playing ability by practicing daily. Keep track of what you are practicing in addition to practice time & have a parent/guardian signature on a lesson log.
- * Do not chew gum, candy or drink pop in the band room or whenever playing your instrument.

Classroom Rules & Expectations for Concert Band cont.

- * Be in your seat ready to play with all necessary materials (instrument, music/book, pencil with eraser) BEFORE the director is ready to begin.
- * Use a folder to keep your music and music book organized and well cared for. There is a \$1 charge per page for missing, lost or destroyed school music.
- * ALWAYS have a pencil with an eraser for all rehearsals & lessons. **NEVER USE PEN!**
- * Only handle and play your own instrument. This includes the percussion section. Percussionists are the only students allowed to play the percussion equipment.
- * Take proper care of your instrument and school equipment. Regular maintenance such as oiling, greasing, cleaning mouthpieces, monthly bath for brass etc., are a vital part of keeping your instrument in good playing condition. Do not throw or toss large instruments into their cases or drag along the floor. Make sure the cases are latched and put in their proper place after rehearsals/lessons.
- * You will be expected to respect the band room and all items within. Pick up after yourself; keep shelves and the floor clean of trash and personal items.
- * If you are sick and at school, you will be expected to play your instrument in band class unless you have a signed Doctor's note stating you cannot play – this includes orthodontia work.
- * Attend and perform at all scheduled performances.
- * Band is a commitment through the December concert, and then again through the May Concert. Dropping band may only occur in the 2 weeks following the December and May performance and requires written permission from a parent.
- * ***Once a verbal warning has been given, failure to follow or meet the classroom expectations will result in one of the following: detention, phone call to parents, e mail or meeting with parents, meeting with the principal, replacement or repair costs of damaged or lost equipment or music, permanent dismissal from the band.***

CPU 5th GRADE GRADING POLICY FOR BAND

100-93 A	86-83 B	76-73 C	66-63 D
92-90 A-	82-80 B-	72-70 C-	62-60 D-
89-87 B+	79-77 C+	69-67 D+	59 & below F

REQUIREMENTS FOR ALL BAND MEMBERS:

I. Participation (20-30 Points per week)

- a. Class Participation
 - 1. Observes & follows classroom rules & expectations.
 - 2. Has all necessary materials including a pencil with eraser.

II. Lesson Preparation (10 Points per week)

- a. Lessons
 - 1. Attends weekly lessons
 - 2. Has all necessary materials including a pencil with eraser.
- b. Demonstrates lesson preparation by performing at an acceptable level the following:
 - 1. Correct notes, rhythms, dynamics, articulations, tempos, posture, playing position, tone quality, intonation and knowledge of note names.

III. Practice (90 Points per week)

- a. Completes a weekly lesson log Assignment/Goals & has a parent initial. (Lesson logs are checked at weekly lessons.)
 - 1. Parents are notified each week via e mail if a child does not complete the log. This type of notification will cease after January unless a child is missing multiple weeks of lesson log.
- b. Practices a minimum of 90 minutes per week.

IV. Written Work (10 Points per assignment)

- a. Written tests, worksheets, and computer work will be averaged for the quarter.

VI. Performances (20 Points per performance)

- a. All performances are required and graded and skills assessed include:
 - 1. All musical aspects of the performance
 - 2. Conduct & behavior from arrival to departure at the performance venue
- b. Excused absences shall only be for illness of the student or family emergency. A Parent/Guardian must contact the band office in either case.
- c. For anticipated absences, Directors must be notified by parent/guardian at least two weeks prior to the performance if not sooner.
- d. Excused absences are allowed to make up points in a manner determined by the Director.
- e. **Unexcused absences will NOT be allowed to make up missed points.**
- f. Honor Bands are optional and NOT a required part of being in band.

PERCENTAGE BREAKDOWN:

Participation		35%
Lesson Preparation		35%
Practice		15%
Written Work		5%
Performances		10%
	TOTAL =	100%

REPAIRS

Occasionally instruments need repair. When students report a problem to the director, we evaluate the instrument, and if it is a minor repair such as loose screw, incorrect assembly, or stuck part, we try to repair it the same day. If we are unable to identify the problem or make the repair ourselves, as a courtesy, we take the instrument to West Music with instructions to call the parent with an estimate prior to doing any work. In addition, West will provide a loaner instrument at no charge for the student to use while their instrument is being repaired. If the parent has purchased the maintenance plan through West, West will automatically do the repair at no charge according to the maintenance agreement. If no maintenance plan was purchased, West will call the parent and the parent may decide if they want to have the repairs done at that time or if the instrument should be sent back to school - all at no charge. This method of doing repairs has proven to be effective and efficient and the parent still decides when and who does the repairs.

ATTIRE FOR PERFORMANCES

Performances are very special and formal occasions. Regular school clothing such as jeans and t-shirts are not appropriate for such an important event. Many weeks of hard work go into the preparation of a performance and the final presentation begins with looking our very best. It is important to follow the guidelines below and make a positive 'visual' as well as 'audio' presentation. **The guidelines below are required of all performances unless otherwise notified. Failure to follow guidelines will result in earning 0 credit for the performance.**

Girls - *"Be classy... not flashy!"*

- * A dress, skirt, or dress pants and a nice blouse or sweater is acceptable.
- * All dresses and skirts must be **below knee length or longer WHEN SEATED.**
- * **No bare shoulders or low cut bodice.** This includes sleeveless, spaghetti straps and tank tops. A light sweater or jacket can cover tops designed with bare shoulders.
- * Closed toe dress shoes are preferred, but any dress shoe is acceptable. No flip flops.
- * Black is the most formal and preferred color for concert performances although red and green are encouraged for the December performance.

Boys:

- * Dress shirt & tie with dress pants, belt, and dress shoes is required.
- * Shirts must be tucked in at all times and sleeves rolled down and buttoned (unless it is a short sleeved dress shirt.)
- * No cargo pants or black jeans.
- * Black is the most formal and preferred color for concert performances although red and green are encouraged for the December performance.

* ***Note: If purchasing dress clothes are a financial burden, please contact the director(s).***

2017-2018 CPU 5-8 Grade Performances & Honor Bands

Performances at CPU are an important part of participating in band. Students are required to attend all their scheduled performances. Honor Bands are optional and information will be sent home and posted on the band website as those dates draw closer.

Students should arrive no earlier than 15-20 minutes prior to the start of the performance unless otherwise instructed such as the December performance when we will be taking a group photo. Students must also check in with the directors and tune in designated areas.

** Please see the "Attire" portion of the handbook for appropriate concert dress.*

**Dinner & Dance is not a required 5th grade performance - we just appreciate your attendance.*

Month	Date	Event	Time	Location	Ensemble
Dec	14	Winter Concert & Photos	7:00 PM	MS Gym	5-8 Band
Mar	8	5-12 Band Concert	7:00 PM	HS	5-12 Bands
Apr	14	Coe College Elementary Honor Band	TBD	Coe College, CR	Coe College committee selected 5/6 Band members
May	9	5-8 Band Concert & Awards	7:00 PM	MS	5-8 Bands
May	12	Dinner & Dance	5PM-8PM	HS Gym	MS/HS Jazz Bands

PLEASE RETURN THIS SECTION BY YOUR FIRST SECTIONAL DATE IN AUGUST!

We have read the CPU 5th Grade Band Handbook. We understand that attendance at performances is required and we agree to abide by the expectations defined in this handbook.

 (Student Name – print)

 (Grade)

 (Student signature)

 (Parent signature)

 (Date)