

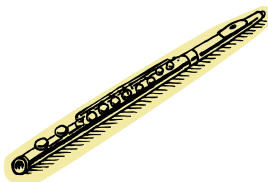
# MARCE HERZ MIDDLE SCHOOL – INTERMEDIATE & ADVANCED BAND

## 2021 - 2022 HANDBOOK

Dear Band Parent(s)/Guardian(s) and Band Students,

I am looking forward to continuing your child's education in band music. During this class we will further develop: 1) proper playing position, 2) breath control, 3) embouchure, 4) note names/fingerings/pitches, 5) rhythms, 6) instrument care and maintenance, but most importantly, how to put all of the six elements together to make music! In addition, we will be doing some basic music theory to help understand how to communicate in the language of music. Encourage your child to play for you often. They will appreciate your interest and you will notice their progress! **Also, please make sure your contact information is up to date in Infinite Campus and that you set your message settings to allow teacher messages as this is the way I send out group emails with updates/info (instructions for this can be found at the lower right hand side of the band website homepage).** **Also, please complete and return the last 1 ½ pages of this packet.** Feel free to contact me with any questions or concerns.

Sincerely,  
Jack Scarbrough (Mr. S, or Mr. Scarbrough)  
(775) 851-5629 (MHMS Office)  
[jvscarbrough@washoeschools.net](mailto:jvscarbrough@washoeschools.net) (best way of contacting me)



### Band Website

<https://www.washoeschools.net/herzmusic>

## Grading Procedures

\*6<sup>th</sup> grade band grades will be determined using the assessment areas below.

### **ASSESSMENTS** (20% of overall grade)

- **Playing Tests:** These will be once per quarter so each student may receive feedback to aid their progress. Students may retest for higher until the end of each quarter. Feedback and progress reports will also be given each test.
- **Written Assessments:** Students show knowledge of music literacy (note names, music reading, symbols, terms, etc.)
- **PLEASE NOTE:** You will *always* be given ample notification and will only be tested on concepts/exercises we have covered in class. If you are practicing regularly, these tests should be no problem.

### **PRACTICE** (30% of overall grade)

**Home practice is a critical element of playing an instrument.** Students will complete weekly practice goals and then submit a practice log (can be found both online and in class). 30 completed goals are considered a 100% and students may complete up to 42 goals for extra credit. Students should set aside about 120 minutes a week for practice and are encouraged to divide this time up evenly throughout the week. Late work will be graded at 60% after the due date and will NOT be accepted after one week past due.



### **PARTICIPATION** (40% of overall grade)

Your participation is graded according to your preparedness and active participation in class. You may receive up to 20 points per class session. To be considered prepared for band; you need to bring the following items to every band class:

**\* Instrument: 10 points \* Music Book: Sound Innovations Book #1: 5 points \* Pencil, Practice Log, Additional Sheet Music, instrument accessories (reeds, oils, etc.): 5 points total.** Participation points will also be subtracted if you are off task and/or disrupting the class.

### **CONCERT ATTENDANCE** (10% of overall grade)

We will have several concerts during the year. **Concert participation is MANDATORY** and a large part of your grade. If you must miss a concert, please email Mr. Scarbrough at least two weeks before or within 24 hours after the concert. Absences are excused at the director's discretion. **PLEASE NOTE:** Non-school related sports or team practices, games, or competitions **DO NOT** qualify as an excused absence. An alternate assignment will be given for excused absences. If you can avoid scheduling elective surgeries/procedures before concerts (especially dental), please do! See the band calendar and the band webpage so you can ensure your attendance at all concerts this year.

**ABSENCE MAKE UP WORK POLICY:** If a student misses a class, he or she must make up the missed playing time by coming into the band room at lunch/after school to practice. Students must practice the assignments given, and rehearse the music covered in class that day. 20 minutes is required for a missed regular day, and 40 minutes for a missed block day. Students have the amount of days absent to make up the work to have the absence cleared (per WCSD policy).

**CLASSROOM RULES AND EXPECTATIONS:** As with any other classroom, certain rules and expectations are placed upon all students. The band room rules are: 1) No talking while the teacher(s) is working. 2) No food, gum, candy, or flavored drinks. Water is okay. 3) Only handle your personal belongings - **DO NOT** touch instruments, music, or equipment that is not yours. 4) Come prepared **every day**. 5) Leave the room in better condition than you found it – chairs and stands tidy, instruments and music on assigned shelves, take all your belongings, no trash on the floor, etc.

The expectations for every student are: 1) Make good choices – If you must ask if it's okay to do something, it probably isn't. 2) Use appropriate language both musically and socially. 3) Show respect to everyone. 4) Involve yourself (we only succeed if EVERYONE puts forth 100%). 5) Care for our room and instruments.

## DISCIPLINE PLAN:

I will use a progressive discipline plan should students choose not to follow the rules and expectations. If student repeats these behaviors regularly, he or she may be removed from band for the remainder of the year.

- 1- Verbal correction and instructions for solution
- 2- "Time out" from rehearsal for a short time and parental notification
- 3- Removal from rehearsal for remainder of class, parent notification, write up in IC
- 4- Removal from classroom, parent notification, IC write up, and administration involvement.

## CITIZENSHIP (Weekly grades will be given for behavior and work ethic)

My policy for citizenship is basic manners, which I hope you have acquired before this class:

- ✓ **Be respectful to teacher, instruments, and fellow classmates**
- ✓ **Do not talk or play out of turn**
- ✓ **Enter and leave classroom quietly and orderly**
- ✓ **RISE to the occasion**



## Supplies Needed – Int. and Adv. Band

Every student is responsible for providing the following supplies for band class

- 1) **Instrument\*** – choices and needed supplies are listed below
- 2) **Essential Elements Book 1** (Int Band) or **Book 2** (Adv. Band) for your instrument. All other music will be provided in class
- 3) **Pencil** (keep a pencil in your instrument case, we will use them daily!)
- 4) **Maintenance supplies and accessories** for individual instrument:

### FLUTE

- Cleaning Rod (Usually included in instrument)
- Swab for rod (small piece of cotton usually works)
- Polishing cloth

### DOUBLE REEDS/CLARINET/BASS CLARINET/SAXOPHONE

- Reeds (1 box; Rico brand, size 3)
- Cleaning Swab
- Cork Grease
- Neck strap (saxophone only)
- Seat strap (Bassoon only)
- Polishing cloth (sax only)

### TRUMPET/EUPHONIUM/ FRENCH HORN/TUBA

- Valve or Rotor Oil
- Slide Grease
- Polishing cloth

### TROMBONE

- Slide Cream/Oil
- Mini water spray bottle
- Polishing cloth

### PERCUSSION

- **Must pay a \$50 Rental fee** (This includes school instrument use, percussion kit rental, and one pair of drumsticks)

*For students needing to rent a school-owned instrument, please submit the School Rental Application form on the band website. Please refer to the 'Band Instrument Rental/Purchase Procedures' section below for more info*

## Band Performance Uniform

We will wear a unique performance uniform at all concerts. Students out of uniform will be asked to change immediately or be sent home from the performance. The uniform includes:

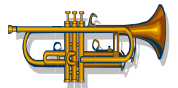
- Band T-Shirt
- Nice Pants (no holes or fray)
- Closed Toed Shoes



## Band Instrument Rental/Purchase Procedures 2020-2021

### Rental/Purchase Options:

- **Rent from a local music store** (or online). Prices: \$30 – 50 per month. Music stores and locations are available on the Herz Music website.
- **Purchase from a local music store or online** (*not recommended for beginners*). If you are going to purchase, Mr. Scarbrough is happy to give input about instrument quality and price.
- **School Instrument rentals** are available for \$50 for the school year. Limited inventory on popular instruments (trumpets, saxophones, and clarinets. Reserved first for those on the FRL program).



### Rental Procedures:

- **Music Stores:** Families review prices from different stores and then go in to rent.
- **School-owned instruments:** Parents who need a school instrument submit a School Rental Application (attached). Instruments are distributed on first come first serve basis. For all school-owned instruments, Mr. Scarbrough will then send home a rental contract. Students will **not** receive school instruments until Mr. Scarbrough has received the completed contract and payment. Each instrument has a required \$50 rental fee.

## Private Lessons

It is ***strongly recommended*** that students enroll in private lessons. In a private lesson, your child would meet with a specialist on their instrument on a regular basis for 1:1 instruction to address issues that can get overlooked in a large-rehearsal setting. Students enrolled in private lessons will often become the most advanced students in class as well as create collegiate scholarship opportunities. If interested, please contact Mr. Scarbrough for teacher recommendations and good questions to ask.

## Adjust your Infinite Campus Message Settings

Please adjust your Infinite Campus Message settings to allow teacher messages to go directly to your email. This is very handy for grade warnings and other important class information for band and all classes. For instructions about how to adjust your settings, visit the band website ([www.washoeschools.net/herzmusic](http://www.washoeschools.net/herzmusic)) under Announcements. There is a link here that will take you to the instructions.

---

## School Instrument Rental Application (Optional)

- Visit the Herz Band website and complete the School Instrument Rental online form (the link is towards the bottom of the page). If you do not have internet access, please ask Mr. Scarbrough for a paper form.
- **Only complete this form if school instrument is needed. This does not guarantee that you will receive an instrument.** This lets Mr. Scarbrough know that you would like an instrument from the school. Please understand that the school has limited instruments available. Large or less common instruments are available to rent from the school without being in financial need. These include: oboe, bassoon, bass clarinet, tenor/bari sax, French horn, trombone, baritone/euphonium, tuba and percussion kits.
- Those needing a school instrument need to complete the online form by Friday, August 13<sup>th</sup> by 2:30 PM

-----  
Please cut off and return the following portion of the handbook  
-----

### *Herz Middle School Band*



## Class Contract

*Due by Monday August 16, 2021*



We have read the welcome letter, grading procedures, discipline policy, and supply list and agree to abide by the policies set forth in the band handbook. We understand the commitment necessary to participate in band and will provide the instrument and other supplies by **Wednesday August 18<sup>th</sup>**. Also, the parent/guardian listed below hereby gives consent and approval for the student named below to participate in all trips and functions of the Herz Middle School Band Program for the 2020 – 2021 school year.

---

**Student Name** (*Printed*)

**Circle Class:** 1, 2, 3, 5, 6, 7

---

**Student Signature**

**Date**

---

**Parent/Guardian Name** (*Printed*)

---

**Parent/Guardian Signature**

**Date**

# Herz Band Fees & Supply Order Form

The main office collects all fees. You pay your band fee on the full school-wide fee form (most families pay this during orientation the week before school). This fee pays for your band t-shirt, band book, and band coaches. To order supplies, print and complete the form below and then bring to Mr. Scarbrough before turning it in to the main office with payment. Keep your receipt as proof of purchase. You must pay the full amount in order to receive any supplies. ***You do not need to purchase your supplies through the band***, but if you buy them online or in a store, please make sure to buy according to the details listed in this handbook. Band fees & supply orders are due by **Friday, August 13<sup>th</sup>**.

## 2020 – 2021 Herz Middle School Band – SUPPLY ORDER FORM

First & Last Name: \_\_\_\_\_

Band Class Period: \_\_\_\_\_ Instrument: \_\_\_\_\_

### **Band Shirts\***

\*Required for all students this year.

\$15 **Polo Shirt**

### **Band Supplies\***

\*Your band book should be purchased online or at a music store & does not need to be ordered here

- \_\_\_\_\_ \$15 Folding Stand for at home practice
- \_\_\_\_\_ \$2 Cork grease
- \_\_\_\_\_ \$3 Valve Oil
- \_\_\_\_\_ \$12 Folding Music Stand
- \_\_\_\_\_ \$4 Polishing Cloth
- \_\_\_\_\_ \$30 Reeds: Clarinet or Alto Sax - 10 reeds
- \_\_\_\_\_ \$40 Reeds: Bari Sax - 5 reeds
- \_\_\_\_\_ \$35 Reeds: Bass Clarinet or Tenor Sax - 10 reeds
- \_\_\_\_\_ \$2 Slide Grease (for trumpet/horn/baritone)
- \_\_\_\_\_ \$5 Swab: Alto Sax
- \_\_\_\_\_ \$6 Swab: Bass Clarinet/Tenor Sax
- \_\_\_\_\_ \$3 Swab: Flute
- \_\_\_\_\_ \$3 Swab: Clarinet
- \_\_\_\_\_ \$10 Swab: Oboe/Bassoon
- \_\_\_\_\_ \$7 Trombone - slide cream, oil & spray bottle

### **Maintenance Supply Packs\***

\*Your band book should be purchased at a music store & does not need to be ordered here

- \_\_\_\_\_ \$10 Flute - polishing cloth, swab
- \_\_\_\_\_ \$40 Clarinet or Alto Sax - swab, cork grease, 1 box reeds
- \_\_\_\_\_ \$45 Tenor Sax or Bass Clarinet - swab, cork grease, 1 box of reeds, polishing cloth
- \_\_\_\_\_ \$9 Trumpet, French Horn - valve oil, polishing cloth, slide grease
- \_\_\_\_\_ \$11 Trombone - slide cream, oil & spray bottle, polishing cloth
- \_\_\_\_\_ \$10 Euphonium/Tuba - valve oil, polishing cloth, slide grease
- \_\_\_\_\_ Other:

**TOTAL AMOUNT PAID: \$** \_\_\_\_\_

**Date:** \_\_\_\_\_

*Make checks payable to Herz Band*

**CASH:** \_\_\_\_\_

**Check #:** \_\_\_\_\_