

# MANOR MIDDLE SCHOOL

## BAND HANDBOOK

### *2023-2024*



### **DIRECTORS:**

**ROBERT BARRERO-DIRECTOR OF BONDS**  
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### **CONTACT US:**

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# A NOTE TO PARENTS

Welcome to the Band! As a parent, you are the **most important person** in your child's academic career. Your support, involvement, and attitude all contribute to your child's success and enjoyment in playing a musical instrument. It does not matter whether you are a musical prodigy yourself or simply enjoy listening—you can help your child succeed! Here are some ways you can give your support:

## Practice Time

Though Mozart was composing by the age of 4, even he did not blossom overnight! Musical achievement results from daily effort over time. As mentioned in this handbook, students are expected a **minimum of 100 minutes each week** at home to personally apply concepts taught in rehearsal. Please help your child maximize practice time by:

- Establishing a consistent, daily practice time. (Short practice sessions every day are recommended over one or two long sessions.)
- Providing a quiet place for your child to practice.
- Recording your child's practice time in his or her practice record.
- Remaining nearby during practice times & praising your child's musical efforts.

***Students must understand that their actions will have a tremendous impact on their lives and the lives of others. The nature of that impact (positive or negative) is up to the individual. Remind your child that, when the challenge becomes tough, teachers, just like parents, set high standards because we care!***

## As a parent...

Please utilize the following with your child in order to maximize your support:

- Remind your child to bring his or her instrument every day
- Listen to your child play and encourage him or her to play for others!
- Attend **ALL** performances
- Get to know your child's directors
- Make sure your child's instrument is well maintained
- Offer regular compliments and encouragement
- Discuss your child's musical interests, exposing him or her to a wide variety of music.

## Try to avoid...

Though you may mean well, please **refrain** from the following as parents:

- Belittling or making excuses for your child's playing—a beautiful sound comes after much patience, and even the pros make mistakes!
- Using practice as a punishment
- Pressuring your child to play for others when he/she does not want to.

*There are countless lessons a student can learn from band, such as personal responsibility within a group, working cooperatively with peers, self discipline and motivation, introspection, expression, creativity, multi-tasking--the list goes on and on. In order for your student to receive these skills and gifts from music, it is imperative that he or she STICKS WITH IT! It never fails that, sooner or later, every musician falls into a "rut," when playing music is just not as exciting anymore. We ALL have experienced it, but PLEASE encourage your child to keep putting forth his or her best effort! Purchasing a book of fun, familiar tunes and some encouragement may be all a child needs to get over a bump in the musical road, but when a child gives up as soon as something loses its initial excitement, it may cause more harm than good!*

# ABOUT THE PROGRAM

## Beginning Band

Beginning Band students will immediately begin learning basic playing and music theory concepts. During the year, students may be chosen for specialty instruments, such as french horn, baritone, saxophone, bass clarinet, oboe, and bassoon. Beginning Band students will present a "Meet the Band" informal performance for parents in the fall and perform in Winter and Spring concerts.

## Concert Band

The Concert Band, Manor Middle's Non-Varsity Band, consists of 7<sup>th</sup> and 8<sup>th</sup> graders who have completed one year of band and pass an audition process. Members in this ensemble will participate in the TMEA Region Band process, Solo and Ensemble Contest, and UIL Concert and Sightreading Contest. Members of this group will have one sectional rehearsal/assigned hearing time outside of the school day each week. Additional rehearsals will be scheduled as needed. The Concert Band will give numerous performances both on and off campus.

## Symphonic Band

The Symphonic Band, Manor Middle's Varsity Band, is open to all 7<sup>th</sup> and 8<sup>th</sup> graders who have completed one or more years of band and pass an audition process. Members in this ensemble will participate in the TMEA Region Band process, Solo and Ensemble Contest, and UIL Concert and Sightreading Contest. Members of this group will have one sectional rehearsal/assigned hearing time outside of the school day each week. Additional rehearsals will be scheduled as needed. The Symphonic Band will give numerous performances both on and off campus.

## Placement

Yearly placement in each band and occasional changes are based on the following criteria:

- Instrumentation needs and limitations
- Overall performance and consistent progress
- Attendance at all band functions
- Eligibility status
- Attitude and Behavior
- Schoolwide scheduling

# MMS FINE ARTS GOALS

- Future: Prepare students with character, leadership, and foundation arts skills for success in high school and beyond.
- Accomplishment: All students will have experience and success at UIL and/or preparatory UIL events individually or as a group.
- Team: We positively impact our campus culture through faculty and student collaboration to foster a strong inclusive community of leaders.
- Engagement: Facilitate student, parent, campus and community engagement by finding opportunities to showcase student talent on and off campus.

# BAND ROOM EXPECTATIONS

- No food, drinks, or gum in the band room. (Bottled water is okay)
- Treat personal and school-owned band equipment with respect *at all times*.
- Cell phone use with permission only.
- Use appropriate language for the professional world.

# CONSEQUENCES

Consequences for choosing not to follow our classroom rules or social contract may include:

- Verbal warning
- Parent phone call
- Student/Parent conferences
- (Lunch or After-School Detention)
- Behave out/Removal from Class Meetings
- Removal from Band Program

# GRADING

Classwork: 75% (Includes pass offs, written assignments, and participation)

Homework: 10% (Includes practice records, sectional attendance)

Assessments: 15% (Includes performances and major playing tests)

## Rehearsal Etiquette Grade:

Proper conduct in the band room is *expected* from each student. The classroom grade is a daily grade based on the student's preparation, participation, and adherence to expectations.

# ATTENDANCE

Throughout the year there will be extra rehearsals called outside of the school day. This will be communicated weeks in advance so that transportation can be arranged. These rehearsals are required for all students. If at any time a band member is unable to attend an extra rehearsal, the directors should be notified at least **4** days in advance.

Absences are unexcused unless advance approval is given by a director.

## Excused Absences:

Absences during the school day will be excused according to district guidelines. Absences from activities held outside of the school day will be excused at the discretion of the directors. Appointments, tutorials, work, and camp, are not excused unless approved by Mr. Barrera. Excused absences may consist of; school trip, athletic conflict **that has been communicated to Mr. Barrera and the coach**, and/or medical emergency. Absences due to personal illness requiring medical attention, death in the family, or other extenuating circumstances (approved by the director) may be considered for excused status. Students who are continually ill may be required to provide a doctor's note releasing them from participation. Absences should be discussed with a director to determine whether or not they will be excused.

## Unexcused Absences:

Students with an unexcused absence from any required band activity will receive a 0 in the gradebook. Rehearsals, concerts, and competitions cannot be made up. Concert attendance is mandatory for all members. An unexcused absence from a performance may result in dismissal from the program

# FOUR MINUTE RULE (IN-PERSON)

Each student has 4 minutes to change classes. As a band rule, students receive an extra 4 minutes after the bell rings to prepare themselves and their instruments for class. After the 4 minutes have passed, students who are not in their seats ready to play will be counted as tardy, resulting in a deduction of classroom grade. **This rule allows ample time for students to stop at the restroom or water fountain BEFORE class begins.**

# PRACTICE

Consistent practice is an integral part of the development of young musicians. Each student is *ENCOURAGED* to practice at home a **minimum of 100 minutes every week.** (Recommended 15-20 minutes daily). Students may receive practice records, assigned playing exams, and unassigned playing exams, and other assignments to assess a student's practice habits.

# PASSOFFS

Pass Offs will be given periodically to help assess individual student performance (approximately 2-6 per 6-week period). Students will have **3 days** to complete Pass Offs in the event of an absence.

## WRITTEN EXAMS

Written exams will concentrate on fundamentals of music reading and history; BRIEF homework assignments may be assigned to help prepare for tests.

## SECTIONALS/PERFORMANCES (IN-PERSON)

The success of any band program is dependent upon each student's participation. EVERY student is expected to attend all band rehearsals and performances. **Concert dates are announced far in advance; any conflicts must be approved by the director at least one month in advance to be considered excused.** A missed performance due to personal illness or a family emergency may be considered excused upon the director's receipt of a signed note from a parent. **PLEASE PLAN AHEAD AND CONTACT THE DIRECTORS IF TRANSPORTATION IS AN ISSUE!**

We recognize many students are involved in athletics and other activities and work hard to create a schedule that has the least amount of conflicts. If a conflict exists, we will make sure we make arrangements so students can split time between the activities. **Note: Masterclasses and sectionals outside of the school hours may be assigned weekly throughout the school year. These will happen weekly from 4:10-5:00.**

## ATTIRE

All beginning band performances and informal advanced band performances (games, pep rallies, etc) will wear our Band T-Shirt, Blue Jeans or Blue Jean Skorts (no shorts), dark shoes and socks.

*\*Please note that the school dress code applies to all school functions, including concerts.*

Formal uniforms consist of black dresses for girls and black tuxedo pants, white buttoned shirt, black vest, and bowtie for boys and will be assigned to students. **Students will be responsible for getting dresses/pants hemmed and purchasing solid long, black dress socks (boys) and black dress shoes (all) by October 2023. (This includes students learning remotely).**

## INSTRUMENT STORAGE (IN-PERSON)

All students MUST bring **their assigned** instrument to the band room BEFORE the school day. Each student will be assigned a storage space for his or her personal instrument and band materials *only*. At the end of the day, students may pick up their instruments as they leave the school. ONLY band students will be permitted in the band room, and students are asked to quickly drop off or pick up instruments and not linger in the room.

## SUPPLIES

As part of classroom expectations & participation grade, students are to come prepared with the following ADDITIONAL items to the above list:

1. 1" hardcover 3-ring binder with inside pocket. (White for beginners, Red for Symphonic Band, Black for Honor Band)
2. 5-10 plastic page protectors (to fit in binder)
3. Pencil pouch with at least 2 pencils (mechanical preferred)
4. Clarinets & Saxophones: 1 Box of reeds (ask your director for strength)
5. Brass: Valve oil/Slide Oil and grease (ask local music store to help and they will provide you with materials)

**Failure to come to class prepared may result in a loss of rehearsal etiquette grade.**

## BAND TRIPS/ACTIVITIES

During the course of the year, band students may participate in reward activities and trips. In addition to eligibility requirements, students may be unable to participate if he or she has unexcused absences from performances, serious discipline referrals, or outstanding dues.

## REMOVAL

A student may be removed from the band program permanently if any of the following circumstances are observed by any director:

1. Extreme discipline problems
2. Unexcused absence from a performance
3. Receiving a failing grade in 2 or more grading periods OR the placement audition.

## PROGRAM FEES

District Fees (for those using District-owned equipment)

**ALL Instrument Rental Fees: \$65**

**Program Fee: \$35**

*This fee allows us to provide the following required expenditures for our students:: T-Shirt, Uniform Cleaning Fee, Beginning accessories (reeds, oils, book rental), snacks for rehearsals, etc....*

Scholarship Fund: \$15 (suggested)

Donating to the scholarship fund (any amount allowed) helps students to receive lessons from a professional on their Instrument. We strongly encourage parents to consider private lessons, but contributing to the fund enables us to provide all students in our program this opportunity.

**Reeds: \$3 each or box of 10 for \$25 (1 box required at start of school year); for oboes & bassoons: \$6/each. You can also be purchased at local music stores!**

***\*\*All payments can be submitted with either cash or Revtrak. Revtrak is an easy program used to make payments or submit donations electronically through Manor ISD. You can access the MMS Band Revtrak links at***

***<https://www.manorisd.net/Page/2272>***

## CELL PHONE POLICY

Manor Middle School has a cell phone policy that all students must adhere to. Students cannot use their cell phones at all throughout the school day. If a student is caught using their cell phones at any time of day the teacher and administrator HAVE THE RIGHT to confiscate his/her cell phone and submit it to the office for after school retrieval. If a student is given multiple warnings and continues to use their phones, their phone will be confiscated and the parent must come up to the school to retrieve it for a \$15 fine.

# MARK YOUR CALENDARS: PERFORMANCE DATES

*\*Dates subject to change based on campus calendar changes. Bolded events are mandatory.*

## CONCERT BAND & SYMPHONIC BAND:

Middle School Night @ Manor Senior HS (8th grade only, 7th optional) Friday, September 1, 2023

**Middle School Band Spirit Night @ Manor NT Colosseum- Tuesday, October 3, 2023**

Middle School Night @ Manor New Tech HS (8th grade only, 7th optional) Friday, October 20, 2023

**Manor Middle School Fall Band Concert @ the Manor ISD PAC- Thursday, October 26, 2023**

Region 26 District Band Auditions- Saturday, October 28, 2023 (location TBD)

Region 26 Region Band Auditions- Saturday, November 4, 2023 (location TBD)

**MMS Annual Fine Arts Winter Showcase- Wednesday, December 20, 2023 @ Manor ISD PAC**

**MMS and DMS Pre UIL Concert & Sightreading Contest- Thursday, March 28, 2024 @ Manor ISD PAC**

**UIL Concert & Sightreading Contest, April 4-5, 2023 (location TBD)**

MISD Percussion Ensemble Concert- Wednesday, May 1, 2024 @ Manor Senior HS

Manor ISD Solo & Ensemble Contest, Saturday, May 4, 2024 @ Manor NTMS

**All-City Clinic & Concert, May 10-11, 2024 @ Manor ISD Performing Arts Center**

**Manor Middle School Spring Band Concert @ the Manor ISD PAC- Tuesday, May 20, 2024**

## BEGINNING BAND:

**Manor Middle School Fall Band Concert @ the Manor ISD PAC- Thursday, October 26, 2023**

Manor ISD Solo & Ensemble Contest, Saturday, May 4, 2024 @ Manor NTMS

**All-City Clinic & Concert, May 10-11, 2024 @ Manor ISD Performing Arts Center**

**Manor Middle School Spring Band Concert @ the Manor ISD PAC- Tuesday, May 21, 2024**

## To Be Determined Events:

MISD Jazz Showcase @ Manor New Tech Middle School Cafeteria- Thursday February 29, 2023

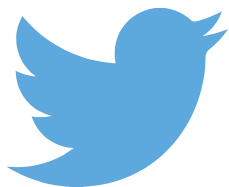
Beginning Band EOY Field Trip (TBD)

Concert/Symphonic Band EOY Field Trip (TBD)

***\*\*Please note that dates can be subject to change. We will communicate with both students and parents.***

## SOCIAL MEDIA!

Do you log onto social media often? If you do then then feel free to go follow our social media pages on the following sites:



@manormiddleband



Manor Middle Bands



ManorMiddleBands

# HANDBOOK FORM

## Contact information:

Please write neatly and provide multiple addresses/numbers if needed so we can keep all parents informed!

E-mail address(es):

Phone number(s):

## WE NEED YOUR HELP!

There are plenty of opportunities for parents to help. Please indicate any areas where you can assist.

- |  |   |
|--|---|
| <input type="checkbox"/> School-approved volunteer                             | <input type="checkbox"/> Local business connections for sponsors                              |
| <input type="checkbox"/> Hospitality (plan/prepare refreshments at concerts)   | <input type="checkbox"/> Photography of band events   |
| <input type="checkbox"/> Available during the day to assist.                   | <input type="checkbox"/> Carpentry skills   |
| <input type="checkbox"/> Spanish translation for forms or other communication. | <input type="checkbox"/> Sewing skills  |
|  | <input type="checkbox"/> Are you a musician yourself? Give us a little bit of your background |

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I have read and understand the guidelines and procedures explained in the 2023-2024 District and Manor Middle School Band Handbooks and **taken note of the year's concert dates**. I understand that failure to comply may lead to disciplinary actions, grade reductions, and possible removal from the band program. I understand that I must abide by the rules and procedures portrayed in this handbook including attendance for sectionals, clinics, and concerts. I understand what constitutes an excused and unexcused absence.

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Student Name

Student Signature

Date

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Parent Name

Parent Signature

Date

***Is there anything that may prevent your child from participating fully in band this year? Please use the back of this sheet or contact me at [robert.barrera@manorisd.net](mailto:robert.barrera@manorisd.net) to let me know.***