

www.METZGERBAND.com

HANDBOOK



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Metzger Middle School Band Handbook

The purpose of this handbook is to acquaint all students and their parents with the workings of the band program at Metzger Middle School. The Metzger Bands work toward excellence and accomplishment. This requires cooperation and dedication from all of the people involved: students, parents, directors and other school personnel.

This packet is lengthy, but all of the information included is important to you. **All members and their parents are requested to read this information thoroughly and sign the handbook form at the end indicating an understanding of the expectations presented.**

Please read this, save it for reference, and return the last page signed by the deadline designated by the directors. If you have any questions, contact the band directors at the Band Hall (210-662-2221). When calling for a conference, be aware of the policies in this handbook.

Band Placement

Advanced Band Students (one or more years experience) are placed in one of two groups: Honors Band or Symphonic Band. Beginning Band Students (no experience) are placed into one of nine beginning band classes which are divided by like instruments.

Placement in a Metzger Advanced Band class is determined by ability.

STUDENTS MAY BE PROMOTED OR DEMOTED AT SEMESTER based on **performance, reliability, citizenship, academic eligibility** and the needs of the total band program. Changes will occur based on the following:

- Sectional Attendance (After School) – TBA
- Performance Level
- Performance Participation
- Participation in any required function
- Tardiness
- Citizenship
- Effort
- Academic eligibility in other classes (keeping grades at 70 or higher)
- Proper respect towards directors or guest clinicians
- Appropriate behavior in band and outside of band at all times

It is a **privilege**, not a right, to be in the Metzger Band Program. This placement has been earned by an interview, past achievement, performance and commitment. **No student has been placed in a band class that we do not believe can fulfill all of the required expectations.** It is each student's **responsibility** to maintain membership in good standing in the Metzger Band.

Repeat offenses may result in a schedule change or removal from band, contingent upon individual circumstances. The rewards for the above behaviors will be many and of life-long benefit. We would hate to think that any of us, as adults, would ever have lower expectations for our children.

Attitude

The single most important factor for a successful band member is a positive attitude. In a large performing ensemble such as a band, attitude must begin at the individual level. Each member of the band must want to be a member of a winning organization. ***“Great bands do what Good bands don’t want to do.”***

Materials

All students are required to have the following materials:

- Instrument in excellent working condition
- Instrument case **labeled**
- One inch, black, three-ring binder with the student's name clearly marked on the **inside** cover
- Plastic sheet protectors
- Two #2 Pencils
- Pencil pouch to be placed in the 3 ring binder
- Necessary reeds, valve oil, sticks & mallets, maintenance items, and accessories.

Concert/Performance Band Uniform Attire

The proper **uniform attire** for **All Band Members** for ALL Concerts/Performances includes:

- *White tuxedo shirt with black bow tie
- *Black dress slacks for boys/ Black dress slacks or skirt (of appropriate length) for girls
- *Black socks for boys/ Black socks or hose for girls
- *Black dress shoes
- *Black belt
- *Metzger Band Shirt, blue jeans, and tennis shoes (Alternate Uniform)

Online Etiquette – (If Needed)

When virtual/remote class meets:

- Cameras will need to remain on during live synchronous instruction. Band directors will need to see student's hand position and embouchure (lip setting) when playing instruments.
- Students will need to remain muted until called on by band director.
- Please abide by school dress code. Students must be fully clothed and not wearing pajamas.
- When given opportunities to speak/chat online, please keep the conversations academic.

Procedures

When class meets:

- Enter the Band Hall **QUICKLY & QUIETLY**.
- Upon entering the band hall, immediately get your instrument and materials and go to your assigned room for class.
- Do not be late. You are disrupting if you are late.
- Follow directions the first time they are given.
- Remain **SILENT** during rehearsal/class and raise your hand to be acknowledged by a teacher.
- Be respectful of others and their property.
- Play only when given permission by a band director.
- Gum, Candy, Food, and Drinks are not allowed in the band hall – **EVER!**
-

The basic rule of behavior is – Do nothing that will interfere with either the learning or teaching of our band. Remember the teacher has the right to teach and the students have the right to learn.

Consequences

The Metzger Discipline Matrix will be used.

The following is the consequence step process:

First Offense – Warning

Second Offense – Teacher/Student conference

Third Offense – Parent/Guardian phone call

Fourth Offense – Parent/Guardian conference with behavior contract

Fifth Offense – Office Referral

Major school offenses within or outside of the band program will result in a schedule change or removal from band, contingent upon individual circumstances and band director's recommendation.

Eligibility

According to Texas Education Code § 33.081, any student who earns a grade below 70 on a report card may not participate in **off campus extra-curricular** activities such as: football games, solo & ensemble contest, band festivals, and trips. The student may become eligible again if they are passing all courses by the next progress report or report card. **Curricular activities, such as concerts and performances are a part of their academic grade and attendance is mandatory.**

Honors Waiver-No Pass, No Play

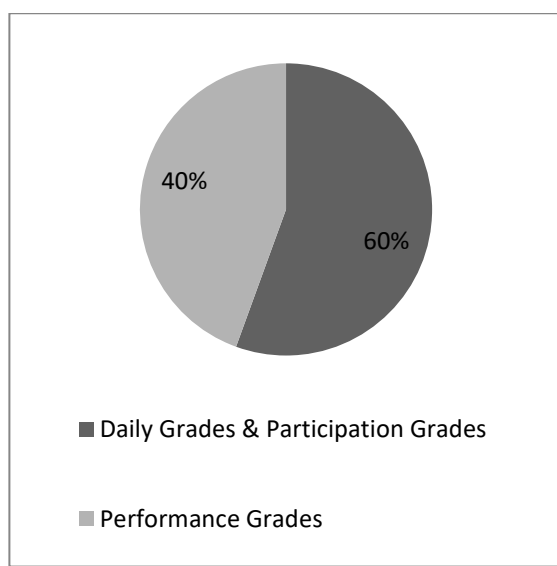
The following guidelines will be used to exempt middle school students, who do not make a 70 average in an advance or honors course, from the “No Pass, No Play” provision.

The following requirements apply to all **Extracurricular Activities/Contests Eligibility**:

- A student who receives at the end of a grading period a grade below 70 in any academic class – other than a Pre-AP or TAG Class, Biology, Algebra, Spanish, Principles of Human Services, and Concepts of Engineering – may not participate in extracurricular activities for at least three school weeks.

Grading Policy

Grades will be determined by a combination of the following factors:



1. Daily Grades & Participation Grades (60%)

- a. After-School Sectional Attendance
- b. Instrument Inspection
- c. Proper Materials
- d. Daily Class Participation
- e. Remote Learning Assignments

2. Performance Grades (40%)

- a. Playing Evaluations/Tests
- c. Concerts & Contests
- d. Audience Participation
- e. Proper Performance Attire

Practice Expectations

Beginning Band students should practice a minimum of 100 minutes a week (approximately 20-30 minutes a night) and Honors/Symphonic Band students should practice a minimum of 200 minutes a week (approximately 30-40 minutes a night). If your child tells you that they practiced at school or doesn't need

to practice, we'd like to know – **it probably is not true!** All instruments and materials should go home every day.

Practice Guidelines for Parents

Your child's progress in band will depend a great deal on what is achieved during daily home practice sessions. Learning takes place in school, but proficiency is gained at home. You can use the following guidelines to help your youngster at home.

Time Schedule

A **half-hour** a day is the amount of practice time recommended for the average student. Practicing at the **same time** every day is good, but some flexibility should be built into this schedule. Don't bring the world to a halt at 6:30 pm every evening because it's practice time. Kids need time for fun and relaxation just as adults do. If the situation merits, **reschedule** the practice session to an earlier or later time.

Climate

Practicing should be done in an area that is **free of distractions** away from the TV, radio, and family traffic. Good **lighting**, a straight-backed **chair**, **mirror**, **metronome**, and a **music stand** are definite assets. Reed players should have several reeds available during the practice session.

Encouragement

Spend some time **listening** to your child practice and offer **constructive** criticisms. You do not need to be a former band member or musician to be able to hear **improvement**. Encourage them to play **assignments and tests** for you. Each time the student plays for a friend or relative, it helps them to feel more **comfortable** with a performance or competitive event.

Is Your Child Progressing?

Parents can evaluate practice sessions by asking:

1. What is your assignment for today?
2. Am I hearing the same daily warm up each day? It is important to play the same daily warm up and drill before beginning the assigned material.
3. Am I hearing music that they can already play, or am I hearing attempts at new material?
4. Is the tone quality becoming more characteristic of the instrument, or is the tone harsh, unmusical, and unpleasant?
5. Does the familiar tune or exercise move along steadily with some sort of fluent rhythm, or is it halting and jerky with no steady rhythm?

Learning how to practice is an important part of playing an instrument!

Practice Guidelines for Students

It's *HOW* You Practice That Counts!

Incorrect **habits** are sometimes more easily developed than correct habits, and a habit is hard to change so **THINK** when you practice. Avoid simply going through the motions! Remember, the playing of your instrument comes through development of **coordination**, just like any athlete. **Patience** is a virtue for the ambitious player.

1. **Warm up correctly.** Each instrument should have a separate warm up for home practice that differs from the band warm up. Use a **mirror** and concentrate on **tone quality** and **embouchure** during the long tone warm ups.
2. Set a **goal** for the practice session. Don't try to do too much at one sitting.
3. **Isolate** a problem or a section in a piece of music. It may be a rhythm, a measure, or a line of music. **Repeat** it over and over many times-just like shooting baskets in the basketball goal.

- Practice it **slowly** at first, and then **gradually** build up the speed using a **metronome**. Before you finish the practice session, play the difficult measures with the rest of the line or exercise.
4. **Repetition** of a problem area reinforces muscle and mental **memory**.
 5. In difficult **technical passages**, change the **rhythms** and **articulations** in the practice session to develop even, accurate, and fluid technique.
 6. Practice involves **learning and reinforcing** areas that are difficult for the student. **Practice**, therefore, is not always **fun** because you must play music that you have not yet mastered. Try to **end** each practice session with something that **is** fun to play and that has already been mastered!
 7. **Structure** your practice session to get the most benefit out of your time!

Participation Grades

- a. All **Honors Band members** will have one mandatory sectional a week. Sectionals begin promptly at 4:00 pm and end at 5:00 pm. Failure to attend sectionals consistently will result in a schedule change into a lower band or out of band. Athletes will split time between band and athletic practice.
- b. **Beginning Band members** will have four full band after-school rehearsals throughout the year.
- c. All band students are encourage to attend at least one academic tutoring session a week (before or after school).
- d. All concerts/performances are mandatory. Missing a concert or other performance will result in a zero. Punctuality, proper uniform attire, and having all materials also play a part of the grade.
- e. All band members will be given a grade for **staying for the entire concert** and behaving appropriately.
- f. The proper **uniform attire** for ALL Concerts/Performances is listed on page 4.

Directors will always inform Metzger faculty and coaches about extra rehearsals and sectionals.

Sectionals are a major part of the grade. **Sectionals, after-school rehearsals, concerts, and contests cannot be made up.** The only acceptable excuses are illness, family emergencies, or religious holidays.

Send a note to the directors with your child to let us know the reason for the missed sectional, after-school rehearsal, concert, or contest. If the student is going to be at school for the day, then they need to be at the sectional, after-school rehearsal, concert or contest.

Test Grades

Most major tests will be done either during class or in sectionals. Test results are a performance grade and will also be a factor in determining chair placement. Students may re-take a test pending director approval. Re-testing will occur before or after school, or at the director's convenience, but will not count for chair positions. Criteria for playing tests are based on performance standards and playing evaluation rubric.

Daily Grades

- a. A weekly grade is entered for each student based on having proper materials for class.
- b. All students will receive a grade for daily participation. All band students should make sure they are prepared for class every day.

All students are required to have the materials listed on page 4 of this handbook. Points will be deducted from the daily grade if students do not have the required materials.

Concert Etiquette for Parents & Students

1. Arrive early for best seating choice.
2. Please turn OFF all cell phones or set them to vibrate or silent.
3. If you arrive late, do not enter the cafeteria during a performance. Wait until a song ends and take your seat quickly during the applause.

4. Immediately leave the performance if you have a crying baby or noisy child. Recordings are usually being made of the performance. The noise is also distracting to those around you.
5. Do not walk around to talk during a performance. Please stay seated and quiet when a group is performing. Be respectful to each performing group; they have all worked hard.
6. Whistling and cheering is not appropriate for a concert performance. Show your appreciation for a band performance by clapping. An exceptional performance can be recognized by extended applause and/or standing while applauding.
7. If it is necessary for you to leave during the performance, please leave between musical selections or between the band changes. Students leaving a performance will need to sign out with one of the directors and will have points deducted from their audience participation grade.

Lockers

Students will be issued a locker and combination lock to store their instrument. The students are to use these lockers only for instrument storage. Remember, the school is not liable for lost or stolen instruments. **It is each student's responsibility to make sure their locker is latched and locked at all times.** Lock combinations should not be shared. Chances of instrument vandalism or theft will increase if combinations are known. In the event that an instrument is missing, the student should contact the band director immediately. The director will try to locate the instrument; however, if the instrument is not found, parents should take the necessary steps with their insurance company.

Insurance

You are strongly encouraged to insure personal and school instruments. The district does not carry insurance on school-owned instruments, nor does it carry insurance on your child's personal instrument. Some homeowner policies cover band instruments even if they are school-owned. Please note that you will need to include your child's instrument serial number on the handbook form. In addition, please keep this number for your personal records. In the event that your child's instrument is stolen, we might be able to locate it with the serial number.

School-Owned Instruments – (Limited Amount - First Come, First Serve)

There will be a JISD Instrument Usage Fee of **\$60 (\$30 Fall Semester & \$30 Spring Semester)** for all school-owned instruments. **This includes seventh and eighth grade percussion students.** These funds will be placed in the repair budget and be used to help offset repair expenses incurred by normal wear and tear. It is not designed to cover costs from damage (i.e. dents, broken parts) or loss of instrument due to theft/misplacement, etc. This type of repair is the responsibility of the student to whom the instrument is issued. **Parents are required to submit payment on www.myschoolbucks.com.**

An instrument check-out form must be completed and returned with parent signature. Each instrument issued will be in good playing condition. Students are expected and required to keep the instruments clean and in top condition. Basic supplies must be purchased and repairs must be made just like personally owned instruments. Remember, most school-owned instruments exceed a value of \$6,000.00.

At least \$30 of the \$60 JISD Instrument Usage Fee must be turned in to a band director no later than **Friday, August 25, 2023**. If needed, parents may contact a band director to set up a payment plan. **Students will not be issued a school owned instrument until payment of JISD Instrument Usage Fee is received.** In addition, if a student does not turn in payment by **August 25, 2023**, the student will have their scheduled changed to another elective.

Instruments and Band Supplies

All students must have their instrument and band supplies by **Friday, August 25, 2023**. Those students who do not have their instrument and band supplies by **Friday, August 25, 2023**, will have their schedule changed to another elective. All students are responsible for the care and maintenance of their instruments, and are expected to keep them in excellent working condition. Students must also treat the equipment in the band hall with respect and care. Music stands and chairs should not be written on nor rocked back and forth. Electronic equipment is in its place for a purpose and is not to be moved without permission from the band director.

Woodwind players need a cleaning swab and at least 3 working reeds at all times. Saxophone players will need cork grease.

Brass players will need “Ultra Pure” valve oil for valve instruments. Trombone students will need “Trombotine” slide cream and a small spray bottle. These instrument accessories will be available for purchase from the band director.

Percussion players will need to furnish their own mallets. Beginning percussion students will need snare sticks and bell mallets. Advanced percussion students will need a pair of timpani mallets, medium yarn mallets, plastic mallets, snare drum sticks and a stick bag. (Innovative Percussion FP-2)

Region Band

All Honors Band members are **required** to audition for placement into the Region XI Middle School Band. All Honors Band members are **required** to participate in the Region Band mock auditions held at Metzger. Region Band Auditions are **November 4, 2023 at Resnik MS**. There is a \$12-\$15 entry fee to audition for the Region Band.

Solo and Ensemble

All band members are required to participate in Solo and Ensemble Contest. Students will have the opportunity to perform a solo, an ensemble with two or more people, or both. An entry fee not to exceed \$10 is required for participation. This fee covers registration, contest judge, and first division medal if earned.

UIL Band Evaluations and Festivals

All Honors/Symphonic Band students are required to participate in the UIL Concert & Sight-Reading Evaluation in March. Students must earn the right to participate by passing off music for a band director. A band director reserves the right to not take a student to UIL Concert & Sight Reading Evaluation if he/she does not learn the music. All **eligible** Honors Band students are required to participate in a Band Festival. Festival entry fees will be rolled into the Band Trip fee.

Band Trip

Honors and Symphonic Band students are given the opportunity to enjoy themselves on a band trip. Band directors can eliminate any student from the trip if the student has exhibited inappropriate behavior throughout the year. Students must be **academically eligible** and **must have participated in all required band activities and performances**. Students/Parents can expect to pay around **\$20-\$40 for the Band Trip and Band Festival**.

Fundraisers

The Metzger Band profits from two major fundraisers. We will need both student and parent support to make these fundraisers a success. Details will be available at a later date.

Bus Trip Guidelines

The band will travel on school and commercial buses. Student conduct is expected to be at the highest level on any trip.

1. Students must travel to events and return from events on the bus
2. Students must have all necessary forms completed and returned to travel on any trip with the band.
3. While on the bus, students will:
 - a. Remain seated at all times
 - b. Sit properly in a forward position
 - c. Keep the bus clear of food, drink, and debris
 - d. Keep all body parts inside the bus
 - e. Remain silent when an adult is addressing the bus
 - f. Refrain from loud, boisterous talking, screaming, whistling, etc.
 - g. Refrain from public displays of affection
4. As a member of the band, you are a representative of your school. Always be on your best behavior. If you are in doubt about an action, DO NOT DO IT! Your conduct must be such that at no time could it be considered a bad reflection on the school, band, your home, yourself, or the community.

Band Spirit Shirts and Hoodies

Band spirit shirts are required for Honors and Symphonic Band students, and are highly recommended for other Beginning Band students. They will be required for special performances and trips. The shirts may be worn to school any day of the week. The shirts are \$15 and hoodies are \$20 for Youth sizes L & XL and \$25 for Adult sizes S, M, L, XL, and XXL. **Parents are required to submit payment on www.myschoolbucks.com.** Checks are not accepted.

Band Calendar, Website, Charms, and Updates

Please log onto www.metzgerband.com and www.charmsoffice.com for the latest information for the Metzger Band.

Remind Text Alerts Class Codes

Text the following class codes to 81010 to sign up for Mr. Robertson's text alerts.

@metzg2324 – Beginning Band

@metzgersb – Symphonic Band

@metzgerhb – Honors Band



Metzger Band Policy Statement

It is the policy of Judson ISD that the curriculum content and instructional materials utilized reflect the cultural and racial diversity present in the United States and the variety of careers, roles, and lifestyles open to women as well as men in our society. One of the objectives of the total curriculum is to reduce stereotyping and to eliminate bias on the basis of sex, race, ethnicity, religion, and physical disability. The curriculum should foster respect and appreciation for the cultural diversity found in our country and an awareness of the rights, duties, and responsibilities of each individual as a member of a multicultural, multiethnic, nonsexist society.

Membership in the Metzger Band is one of the highest honors a student at Metzger can earn. **The Metzger Band has a rich tradition of success and has become one of the premier band programs in the state of Texas.** This status has been attained with hard work and diligent effort. We want and must have every member's desire to excel and achieve. In return, we will do everything in our power to provide an exciting, educational journey through the musical path that lies ahead. There is no limit to what our students can accomplish. **We believe two things regarding our students:**

- 1) Our students have unlimited potential.
- 2) This potential will never be realized without high goals and expectations and the development of individual responsibility and citizenship.

There is no measuring what our students can obtain in the way of insight and sensitivity through the process of putting together the magnificent performances to come. Thank you for the opportunity to work with your children. We look forward to guiding their musical journey.

John Robertson
John Robertson
Head Band Director

Loretta Davidson
Mrs. Loretta Davidson
Principal

Bryant Aynes
Bryant Aynes
Assistant Band Director