

# KIRBY MIDDLE SCHOOL FALCON BAND HANDBOOK 2021 – 2022



## **Band Directors**

Mrs. Maribel Sanchez, Director of Bands

Mr. Maximiliano Juarez, Associate Director of Bands

Mr. Raul Cisneros, Percussion Director

## **Administration**

Ms. Sue Arredondo, Principal

Mr. John Libby, 8th Grade Asst. Principal

Ms. Michelle Smiley, 7th Grade Asst. Principal

Ms. Sherri Harris-Stokes, 6th Grade Asst. Principal

Ms. Christina Lyons, Academic Coach

Ms. Alex Nieves, Academic Trainer

# INTRODUCTION

---

We would like to take this opportunity to welcome you to the Kirby Middle School Band Program. The purpose of our handbook is to provide information concerning expectations, responsibilities, and traditions that are an important part of our band program. Our intention is to help you understand the policies, complexities, and concepts of a strong organization. We hope it can be used to answer questions and define the boundaries that are important in keeping our program functioning as an efficient organization. If utilized properly, concepts such as leadership, responsibility, teamwork, commitment, good citizenship and discipline will develop in your child. These are valuable life skills that will last your child a lifetime.

If you need additional information that does not appear in this handbook, please feel free to contact our band office and we will clarify any specific questions that you may have. We are here to serve our community and to prepare your child for success in and out of the classroom.

Maribel Sanchez  
Director of Bands  
msanchez294@judsonisd.org  
210-661-1140 ext. 23602

Maximiliano Juarez  
Associate Director of Bands  
mjuarez@judsonisd.org  
210-661-1140 ext. 23602

**All members and their parents are requested to read this information thoroughly and complete the handbook form indicating understanding of the expectations presented.**

As you fill in the the requested forms, your child will be making a commitment that includes:

- Being a member of the band for the entire school year;
- Giving your best effort to improve as a musician;
- Maintaining a progressive, positive attitude toward band and school throughout the year.

# CLASS SCHEDULE

---

| Class Period           | Mrs. Sanchez         | Mr. Juarez            |
|------------------------|----------------------|-----------------------|
|                        | Morning Sectionals   | Morning Sectionals    |
| 1 <sup>st</sup> Period | Beginner Percussion  | Jazz Band             |
| 2 <sup>nd</sup> Period | Honors Band          | Honors Band           |
| 3 <sup>rd</sup> Period | Symphonic Band       | Symphonic Band        |
| 4 <sup>th</sup> Period | Beginner Flutes      | Beginner Low Brass    |
|                        | Lunch                | Lunch                 |
| 5 <sup>th</sup> Period | Beginner Clarinet    | Beginner Trumpet      |
| 6 <sup>th</sup> Period | Beginner Saxophones  | Beginner French Horns |
| 7 <sup>th</sup> Period | Conference           | Conference            |
|                        | Afternoon Sectionals | Afternoon Sectionals  |

## PLACEMENT IN THE KIRBY BAND PROGRAM

---

### **BEGINNING BAND**

Students placed in this band are a majority 6<sup>th</sup> and 7<sup>th</sup> grade students who have no band experience or did not successfully pass their first year of beginning band. These students meet with the band directors, at the end of the previous school year, to determine which instrument is best suited for them. The beginner band students learn the fundamentals and skills necessary to successfully play an instrument. There are 2-3 major concerts each year. Successful completion of the beginning band is the gateway to the Advanced Bands and later, the Wagner High School Band.

### **JAZZ BAND**

This band is composed of 7<sup>th</sup> and 8<sup>th</sup> grade students who have an interest in expanding their playing abilities through Jazz, Rock, Big Band, Latin, and other styles of music. The Jazz Band performed at various competitions, concerts, school functions, and off-campus performances. All

Jazz Band students must also be enrolled in one of the “primary” concert bands (Honors or Symphonic Band).

## **SYMPHONIC BAND**

Students placed in this band are 7<sup>th</sup> and 8<sup>th</sup> grade students who have successfully passed the beginning band level and demonstrate an **elevated level of music understanding and performance**. This band performs several times per year, and competes in the annual UIL Concert and Sightreading Contest. Students in this band are encouraged to audition for the District Honor Band and All Region Band and participate in the Kirby Solo Contest.

## **HONORS BAND**

Students placed in this band are majority 7<sup>th</sup> and 8<sup>th</sup> grade students that have successfully passed the beginning band level and demonstrate an **advanced level of musical understanding and performance**. This band performs many times each year and competes in the Annual UIL Concert and Sightreading Contest. Students in this band should audition for the District Honor Band and All Region Band.

\*Changes may occur each semester in band placement based on the following:

- Playing ability: Scales, Prepared Music, Sight Reading
- Exceeding performance expectations or high level of effort
- Improvement in academic achievement
- Missed sectionals or habitual tardiness
- Inability to perform at the expected level or lack of effort
- Missed performance or failure to participate in any required function
- Class disruption
- Academic ineligibility
- Disrespect towards directors, guest clinicians, substitutes or KMS faculty

\*\*\*All Kirby Band Members Behavioral distractions and/or repeated discipline issues may result in an immediate schedule change **OUT** of band, contingent upon individual circumstances. It is a PRIVILEGE and not a right to be in band. Placement is earned by past achievement, performance, work ethic and commitment.

# KIRBY BAND GOALS

---

- To develop the skills necessary to play a musical instrument successfully.
- To learn to distinguish between accepted musical sounds/concepts and those that are unacceptable.
- To learn to be more responsible and to develop the habit of being dependable.
- To learn to be responsible for the instruments, equipment, and facilities we enjoy.
- To learn to set long-term goals in our practice.
- To pass all classes!
- To strive for “nothing less than excellence” in all our endeavors.
- To develop an appreciation for all forms and styles of music.

It is our wish that, by working toward the accomplishment of these objectives, along with the learned appreciation and enjoyment of participating in a musical organization, each student will graduate with a sense of personal pride and musical understanding that will be with them into adult life.

## BAND MEMBER RESPONSIBILITIES

---

- Band students are expected to follow all band policies, as well as all school rules, both inside and outside of the band hall.
- Band students must be personally responsible for their daily supplies. When a band student forgets his/her music or instrument, he/she misses out the same way as a Math or English student who forgets his/her textbook.
- Band students are expected to show proper respect and care for all band equipment.
- Band students must attend all before/after-school band rehearsals and concerts.
- Band students are expected to develop a schedule of daily practice – to make a strong effort to learn, improve daily, and be a positive member of our organization.

## BAND HALL GUIDELINES

---

- No drinks, gum, food, or candy in the band hall.
- No writing on chairs, stands, walls, lockers, etc. Keep your band hall clean!
- No rough or rowdy play in the band hall.
- Keep track of all personal materials and store them properly.

- Respect the property of others. ***If it's not yours, don't touch it.*** This includes all school-owned percussion equipment. It is to be played only by percussionists!
- Only band students may enter the band hall.
- Only one student may use the practice room at a time, unless approved by a director.
- Public Displays of Affection (PDA) by students is deemed inappropriate and will not be permitted at any time within the band program. Parents will be contacted immediately. Follow directions of instructors as well as all school policies.

## REHEARSAL GUIDELINES

---

- Practice prior to each rehearsal. Your preparation is your contribution to the group. Come prepared!
- Be present and on time to each rehearsal and performance.
- Take care of your restroom and water needs prior to the beginning of class.
- Have all necessary materials and equipment when you sit down (extra reeds, valve oil, etc).
- We warm-up as a group, not individually.
- Always keep a pencil on your stand and mark your music correctly.

**\*\*Any infraction of the Judson ISD/Kirby Code of Conduct or band expectations will be dealt with in one or more of the following manners:**

- Conference with student
- Parental telephone call
- Conference with parent(s) and student
- Conference with administrator, parent, and student
- Expulsion from the program

\*The level of the consequence is dependent on severity of conduct or action\*

## GRADING POLICY

---

The purpose of grades is to inform the students and parents concerning their son/daughter's academic progress, participation and achievement. The following components will constitute the student's grades for all levels of participation in our band program:

**Weekly Participation:** based on in person participation, having a working instrument, and

having proper materials for class.

**Playing Quizzes:** will be done utilizing the following formats: an online format called Flipgrid, an online format called Smartmusic, or in class. Quiz results are a grade and will also be a factor in determining chair placement. Students will be allowed to retake playing quizzes, with teacher approval. Quizzes that are retaken will only affect the students grade, but not chair placement.

**Sectional Attendance:** All 7th and 8th grade Honors & Symphonic band members will have a weekly sectional. Schedules and times will be communicated at a later date. Sectionals are a major part of the nine weeks grade, and will also be a factor in determining chair/band placement. Sectionals are very difficult to make-up. The only excuse for missing a sectional is student illness, doctor's appointment that cannot be rescheduled, or family emergency. Notification before or immediately afterwards in the form of a parent written note, phone call or email is greatly appreciated to be considered for an excused absence.

REMEMBER THIS MOTTO: **TO BE EARLY IS TO BE ON TIME, TO BE ON TIME IS TO BE LATE.** Sectional times will be posted in the band hall and emailed to parents.

**Major Grades:** All performances are major test grades. Please make sure to attend all performances. Even one missed performance can extremely affect your child's grade. All concerts/performances are worth two grades:

- 1.) *performance and punctuality (having working instrument, music, materials, complete band uniform)*
- 2.) *proper concert etiquette (remaining in seat, not waving at audience, not talking to anyone & sitting in correct concert position)*

## ELIGIBILITY

---

Parents please make certain that you monitor your child's progress in their academic classes. All band members who earn a grade in ANY class below a 70 average have the possibility of not participating in U.I.L. competitions or select functions that occur off campus. They will remain ineligible for the following nine weeks period until they demonstrate that they are passing all their classes upon the next reported grading period. *If an Honors band student is unable to fulfill these performances, academic and conduct obligations, the band director along with the counselors and principal will evaluate the situations and reassignment to a band with less demanding curricular and extracurricular obligations may result.*

# CALENDAR OF EVENTS

---

An annual calendar of major events and activities will be available online. If needed, please contact one of the band directors for a hard copy. Please keep in mind the band calendar is subject to change at any time as deemed necessary. Parents/guardians will be contacted via email or Remind of any changes to the calendar. Please refer to this calendar often so you and your child are aware of upcoming events. Your child will receive a grade for all rehearsals and performances listed on the calendar of events.

**Any changes will be posted on the Kirby band website and emailed home. Please stress to your child they must communicate any information that is said during class. Any failed miscommunication may negatively impact your child's grade if it results in a missed performance or other graded activity.**

## FALCON BAND OFFICERS

---

The Falcon Band Officers consist of the student-leaders of the organization. As with any successful organization, our staff is committed to listening to the concerns of our students in order to make their experience in our band program an exciting one. Students will apply for officer positions in late spring. Rising 7th and 8th grade students will have the right to run for an office. Officers will have required meetings that will take place before school on the 1st Friday of each month. The Falcon Band Officers is as follows:

**Band President - Vice President - Secretary - Uniform Manager - Assistant Uniform Manager - Historian - Assistant Historian - Librarian - Assistant Librarian - Woodwind Equipment Manager - Brass Equipment Manager**

## BAND UNIFORMS

---

### **All Bands Outdoor Performances – Casual**

Band or Jazz Polo, **Blue Jeans**, socks and tennis shoes or 'Sperry' type shoes. You are more than welcome to wear your band t-shirt to school or other days to show your Band Pride!



### **Beginning Band Indoor Performances – Concert Attire**

Band shirt, black slacks (no jeans), black dress shoes with tall black socks. Ladies may wear a black skirt with black blouse and black tights/hose in lieu of pants, socks and black closed-toed dress shoes-no dress sandals. If you wear a skirt, the length of the skirt must meet below the knees when seated.

### **Concert Black Performing Attire for Honor Band and Symphonic Band Concerts**

The band uniform will consist of a partial tuxedo for boys (checked out at school-more information to come) with dress black shoes and black socks. Ladies are to wear black dress (checked out at school-more information to come) with black tights/hose, black closed-toe dress shoes-no dress sandals.

*\*\*\*All band students must have their uniform by the date of their first scheduled public appearance\*\*\**

## SUPPLY LIST FOR ALL BAND STUDENTS

---

- Your instrument and necessary supplies. (reeds, oils, sticks, etc.) ...see below
- Books (Supplied by Kirby Band)
  - Beginner Band: “Ed Sueta Book 1” (baritone- bass clef BC)
  - Beginner Percussion:
    - “A Fresh Approach to Mallet Percussion” by Mark Wessels
    - “A Fresh Approach to Snare Drum” by Mark Wessels
  - Advanced Bands: “Band Fundamental Book 1” by Steve Hedrick
- Band Binder (Purchased through school)
- Pencil Pouch
- 2 Pencils (no pens)
- Music Stand (for home practice, do not bring to school)
- Metronome/Tuner (apps are ok too!)

We highly recommend that you avoid purchasing your first instrument on the internet or from a store that sells both instruments and other goods/groceries. It is recommended that you do business with a store that specializes in school band instruments. Please remember, as you shop for instruments and supplies consider quality as well as price.

The Kirby Middle School Band has a limited number of instruments available for a usage fee, please ask one of the directors for information and eligibility. However, we HIGHLY recommend

that you rent from one of the local businesses as their instruments are newer and in much better condition.

Please try your best to adhere to the brands that are listed, this is for your benefit! *There are plenty of instrument makers out there that sell really affordable instruments, however, the local repair shops are reluctant to repair these since they are not made with the best materials, and make repairs difficult or impossible.*

**Flute:** Make/Model: Gemeinhardt, Yamaha YFL 261 or 361 or Pearl Quantz 665 (all open hole with offset G key)

**Clarinet:** Make/Model: Buffet E11 or Yamaha YCL450NM (wood only)  
Mouthpiece: Vandoren 5RV Lyre 88 Profile or Clark Fobes Debut

**Bass Clarinet:** Make/Model: Rent from the school  
Mouthpiece: Morgan or Fobes

**Saxophone:** Make/Model: Yamaha YAS-26 or Selmer  
Mouthpiece: Vandoren AL3 or Selmer C\*

**Trumpet:** Make/Model: Bach TR200, Yamaha YTR-2330 or YTR-2335 (old model) only [No 200AD models]  
Mouthpiece: Bach 3C or 5C with case- size determined by band director per student

**French Horn:** Make/Model: Rent from the school  
Mouthpiece: Holton Farkas MDC with case

**Trombone:** Make/Model: Yamaha YSL-354, Eastman ETB 432G, or Yamaha YSL 448G with F attachment (RECOMMENDED)  
Mouthpiece: Bach 6 ½ AL or Bach 5G with case

**Baritone/Euphonium:** Make/Model: Rent from the school  
Mouthpiece: Schilke 51 D with case

**Tuba:** Make/Model: Rent from the school  
Mouthpiece: Conn Helleberg 120S with case

**Percussion:** Make/Model: Pearl PK910C Educational Bell Kit with Rolling Cart 8 in.  
Drumsticks: Vic Firth American Custom SD1 General Drumsticks Standard

Mallets: Innovative Percussion Fundamental Series Keyboard Mallets Medium  
Xylophone

**We recommend the following music stores in San Antonio for instruments, repair and supplies:**

|   |   |  |
|---|---|--|
| <b>High School Music Center</b><br>2121 NW Military<br><br>(210) 349-2775<br><br><a href="http://www.hsmusicservice.com">www.hsmusicservice.com</a> | <b>Hillje Music Center</b><br>18130 San Pedro Ave<br><br>(210) 545-3131<br><br><a href="http://www.hilljemusiccenter.com">www.hilljemusiccenter.com</a> | <b>Music &amp; Arts</b><br>8206 Agora Parkway, Suite 110<br><br>(210) 566-1920<br><br><a href="http://www.stores.musicarts.com">www.stores.musicarts.com</a> |
|---|---|--|

### Online Websites

#### Woodwind and Brasswind

<http://www.wwbw.com>

#### Muncy Winds

<http://www.muncywinds.com>

If your child will be using school owned instruments, the annual usage fee for these is \$60 for the entire year. Please talk to the directors with any questions or concerns that you may have.

## BAND FEES

---

### Band Fee

It requires a great deal of money to run a quality band program. However, we understand that families undergo financial crises. Therefore, we have kept our band fee as low as possible. The Kirby Band fee is \$25 per year for each student. **This fee covers the cost of instrument maintenance, supplies, maintenance of formal concert attire , informal band uniform, music, method books and our band binders.**

### School Owned Instrument Usage Fee

There will be a JISD yearly instrument use fee of \$60 for all school-owned instruments. Students who use a school instrument will be provided with a contract of agreement that the student and parent will sign. This agreement states that the parent will be held accountable for the instrument while it is issued to their son/daughter. All instruments are checked out to students in playing condition and it is expected that they will be returned in the same condition. The parent/guardian and student will be responsible for the care, maintenance, and cost of repair of the school owned instrument while it is issued. School instruments that are lost or stolen must be replaced at the expense of the parent/guardian. A police report will be filed for instruments not returned at the end of the school year or when a student is exiting the band program.

In addition, students who intentionally damage their instrument or any other school owned instrument will be removed from the band program immediately and the parent will pay the

replacement cost of the instrument. Furthermore, students who cause damage to the instrument due to negligence will be held financially accountable for the necessary repairs.

If you are moving within the current school year and you are using a school-owned instrument, you must turn in the instrument before moving.

**IMPORTANT:** Insurance is not required but strongly encouraged. Insurance cost is minimal and it is worth the investment. We recommend Music Agency Inc., 1-781-519-7546, [www.studentinstrumentinsurance.com](http://www.studentinstrumentinsurance.com). You never realize you need it until it is too late. Take the time to make the minimal investment. If you have home insurance and the instrument is stolen from your residence you may be able to make a claim. Please check with your insurance company and its agent for clarification in case you find yourself in this situation.

**\*\*All students must pay a band fee; school-owned instrument people must pay both fees.**

For those in severe financial hardship, payment plans may be made with the band directors at the beginning of the school year. Please be prompt on these payments – this money is necessary to run the band program!

## LOCKER ASSIGNMENTS

---

All students will be assigned an instrument locker that is located in the band hall. Students are responsible for making certain that their locker is secure and locked at all times. Percussionists need to place their sticks/mallets towards the back of their lockers so other students cannot reach them through the front of the locker. A fee of \$10.00 will be charged for lost locks. Students are never permitted to exchange instruments or lockers at any time. When a band student removes their instrument from their locker they must lock the lock to make certain that it is not lost or stolen. Also, the student should not give his or her combination number to anyone else. When students take their instrument home after school they are not permitted to leave the instrument in another locker or classroom. It is important to note that our band staff will periodically hold instrument and locker inspections as deemed necessary.

In the event that an instrument is missing, the student should contact the band director immediately and file a police report. We will try to help locate the instrument; however, if the instrument is not found, parents should take the necessary steps with their insurance company.

## WHILE INSTRUMENTS ARE AT THE REPAIR SHOP

---

Students are not to use another instrument unless loaned a JISD instrument by one of the directors. Any instrument that is borrowed from the directors must be placed back in the original location. If the instrument is a JISD instrument and the repair shop concludes that the instrument has been intentionally neglected or damaged, the parent will be contacted. If no instrument is available while repairs are being performed on your child's instrument they will be given an alternate assignment. This assignment must be completed and turned in at the end of each class period to receive a substitution grade.

## DENTAL PROCEDURES

---

Please avoid having your child acquire braces or the retightening of them shortly before any performance and/or competition. Your son/daughter needs 1 to 2 months to heal. During this time they need to slowly relearn how to play their instrument with braces. This is often a very painful and frustrating time for musicians, especially when they are expected to perform at their highest level during a concert or a competition. Please try to schedule dental appointments after their performance. Please refer to the Calendar of Events for performance dates and competitions.

## FUNDRAISING

---

Our band program will participate in fundraisers. It takes a tremendous amount of financial resources to make the band program function in the manner that enables it to become both successful and visible. Fundraisers assist us in defraying the cost of transportation to band trips, acquiring music supplies, clinicians, consultant services, and master classes.

We ask all band parents to get involved every time we have fundraising events. All funds are utilized to provide your children with opportunities they otherwise may not have. Your help is greatly appreciated. Please turn in all money or products in a timely fashion. Just a reminder, any money not turned in takes money away from the band program. It becomes a loss to our program and we will be forced to report any missing merchandise or money to the appropriate officials.

# REGION BAND

---

All Honors band members are strongly encouraged to attend and audition for acceptance into the Region XI Middle School Band. In addition, all other 7th and 8th grade advanced bands are highly encouraged to audition as well. Only students who successfully pass off their music for the directors three weeks before the competition will be allowed to audition. Students who earn placement in Region Band will be required to participate in a Clinic/Concert.

## BAND TRIPS

---

Band members will have the opportunity to travel with the band. More detailed information will be handed out about cost and itinerary at a later date when all details are finalized.

**Students must:**

- *be academically eligible*
- *have not violated the Kirby Code of Conduct, which required out of school suspension (all other violations will be on a case by case basis)*
- *have attended all required band performances during & outside of the school day*
- *have paid all band fees in full*

If you have any further questions please feel free to contact us, Mrs. Sanchez or Mr. Juarez, at 210-661-1140 Ext. 23602 in the Band Hall. Once again thank you for allowing your child to be a part of the Kirby Band Family. By working together we can accomplish much. Let us make this school year a special one by communicating and building memories that will last a lifetime for your child.

Thank you,

Maribel Sanchez & Max Juarez