

# **LAKOTA RIDGE JUNIOR SCHOOL**



**2017-2018**

**BAND HANDBOOK**

## **LAKOTA RIDGE INSTRUMENTAL MUSIC 2017-2018 PERFORMANCE SCHEDULE**

Friday, September 8	Band Night (8 <sup>th</sup> Grade Band Only)	West H.S. Football Game Report Time TBA
Friday, September 22 Gymnasium	Ridge Rally  (8 <sup>th</sup> Grade Jazz Band only)	Lakota Ridge Jr. School  6:00 start
Tuesday, Nov. 14 Gymnasium	Fall Concert  (7 <sup>th</sup> & 8 <sup>th</sup> Grade Bands)	Lakota Ridge Jr. School  6:30 and 8:15 start
Tuesday, December 19 Gymnasium	Ridge Holiday Assembly  (8 <sup>th</sup> Grade Jazz Band only)	Lakota Ridge Jr. School  8:00 a.m.
Thursday, February 22 Gymnasium	Winter Concert  (7 <sup>th</sup> & 8 <sup>th</sup> Grade Bands)	Lakota Ridge Jr. School  6:30 and 8:15 start
Thursday, May 10 Gymnasium	Spring Concert  (7 <sup>th</sup> & 8 <sup>th</sup> Grade Bands)	Lakota Ridge Jr. School  6:30 & 8:15 Start

Our students may also be involved in the following events,  
which are not at Ridge Jr. School:

Thursday, November 30	Winter Jazz Fest (8 <sup>th</sup> Grade Jazz only)	Lakota East H.S. 6:00 start
Saturday, December 2	Honor Band Tryouts (student participation optional)	Fairfield Middle School scheduled time TBA
January 5 - 7	Honor Jazz Band (students who were selected by audition)	Kings H.S. all weekend
January 12 - 14	Honor Band (students who were selected by audition)	Mason H.S. all weekend
Saturday, April 14	OMEA Solo & Ensemble Contest (optional for any 7th or 8th grade student)	Clinton Massie

Saturday, April 21

Jazz `N Cakes  
(2<sup>nd</sup> Semester Jazz Band only)

Lakota West H.S.  
9:00 a.m. start

**REMINDER: To insure the best group performance possible, all students are required to attend all concerts at which the band that they are enrolled in performs. Please use this early notice as an opportunity for students and their families to work out possible transportation issues. See additional information under Concert Attendance Policy.**

Dear Band Members and Parents/Guardians:

It is with a great deal of excitement that I welcome you to the new school year at Lakota Ridge Junior School. The new school year will entail continued individual progress by each of the band members, further group advancements, and several wonderful concerts to demonstrate these musical accomplishments. I look forward to helping the Lakota Ridge Junior School Bands as the students unlock their full potential!

As a music educator, my mission is to assist students in learning musical objectives, to raise students' self-esteems, and to teach students the desire to be the best they can be, not only in band, but also in all aspects of their lives. All students are equally important to the success of the band, and through teamwork, they can accomplish great things.

This school year will find a large number of Lakota Ridge Junior School students participating in the Ridge Band Program. Students in 8th grade band will meet daily in one of two class periods each day. Students in 7th grade band will meet in one of four class periods each day. A number of these students will also participate in 7th or 8th grade jazz band after school on Tuesdays and Thursdays. (8th grade jazz band for the first semester and a mixed grade jazz band for the second semester.)

To accommodate the large number of students participating in the band program, it will be necessary to hold our 7th grade concerts and 8th grade concerts at two separate times. All 7th grade band members will perform in one group during these concerts, as will all 8th grade band members. The 8th grade jazz band will play at the 8th grade concerts during first semester and the mixed grade jazz band will play at the 7th grade concerts during second semester. Specific report times and concert times for each of these groups are noted on the Calendar of Events.

The Band Handbook is designed to answer questions that you might have about the Lakota Ridge Junior Bands. You will want to remove two pages from this handbook. The first of these pages is the 2017 – 2018 PERFORMANCE SCHEDULE. Because each band member plays such an important part in the final product, it is essential that all band members attend each concert. Please post this performance schedule at home and mark your calendars accordingly. The second page to remove is the last page of the handbook, which contains information that should be filled out by all band members: the Student/Parent signature page and the Ridge Band Shirt Order Form (*8<sup>th</sup> Grade students should complete the shirt order form only if they would like to purchase a different shirt than last year*). Please read this handbook carefully, and return the completed signature page to Mrs. Voytek by **August 31** for a band class grade.

Seventh grade band members please note: We will begin the year with the Tradition of Excellence Book 1 (red book). Please bring this book to school as soon as possible. Eighth grade band members please note: We will begin the year reviewing Tradition of Excellence Book 1, before we begin playing in Tradition of Excellence Book 2. Eighth grade band members, please make sure you have both books. These books are available at local music stores. We will supplement each class with various school materials throughout the year to teach additional musical concepts.

I hope that this packet will answer many of your questions. Updates and additional information will regularly be available on the Lakota West Band website: [www.lakotawestbands.org](http://www.lakotawestbands.org) and on Canvas. Please feel free to contact me through email at any time during the school year with any questions or concerns. Thank you in advance for all of

your support, and best wishes for a very successful and rewarding year!

Sincerely,  
Mrs. Sherri Voytek, Band Director  
E-Mail: [sherri.voytek@lakotaonline.com](mailto:sherri.voytek@lakotaonline.com)

# **I N S T R U M E N T S**

## **Instrument Cabinets**

Instrument cabinets are provided for storage of band instruments during the school day and overnight, if necessary. Please keep in mind the following guidelines concerning the instrument cabinets:

1. All instruments should be stored in the designated area according to type of instrument.
2. Name tags or some form of permanent identification must be on all cases. It is a good idea to record the serial number of the instrument for your own records at home.
3. Students may not open or handle any of the instruments in the band room other than their own.

## **Insurance**

The school does not carry insurance on privately owned instruments. Insurance for privately owned instruments is the responsibility of the parents/guardians.

## **Other Necessary Equipment**

All students must have a pencil on their stand during band class every day. In addition, instrument cases should be equipped with the following:

1. Brass players:
  - a. valve oil (trumpet, euphonium, tuba)
  - b. slide oil or slide cream (trombone)
  - c. rotor oil (French horn)
  - d. tuning slide grease (for all tuning slides on all brass instruments)
2. Woodwind players:
  - a. at least three good reeds (oboe, bassoon, clarinet, saxophone)  
\*Reed quality will vary by brand. Recommended reeds are: Van Doren 2 1/2 (beginner clarinet), Van Doren 3 (returning clarinet), La Voz Medium (all saxophones and bass clarinet)
  - b. reed guard case (all clarinets and saxophones)
  - c. cork grease (oboe, bassoon, clarinet, saxophone)
  - d. cleaning swab (oboe, bassoon, clarinet, saxophone)
  - e. cleaning rod and soft, lint-free cloth (flute)
3. Percussionists:
  - a. Bell kit (with snare drum or practice pad) OR 3 octave practice xylophone (with practice pad)
  - b. snare drum sticks with student identification – Vic Firth Tim Genis General, Vic Firth Ted Atkatz, or Vic Firth SD1 General
  - c. percussion players may keep their snare drums at home for practice since they will be using school snare drums during band class

## **INSTRUMENT USAGE FEE FOR LAKOTA SCHOOL OWNED INSTRUMENTS**

(Oboe, Bassoon, Bass Clarinet, Baritone Saxophone, French Horn, Baritone, Tuba, Percussion, Electronics, Misc. School Instruments)

If you have chosen to play a school owned instrument, there is a usage fee of \$75. This one-time fee covers the entire year and is billed with the other Ridge school fees. Percussion students (including the jazz band rhythm section) will be charged a \$35 fee, which will be designated to fund percussion purchases/maintenance. These fees are required of any student playing a school-owned instrument. Students who are only using an instrument for one semester (jazz band) will have their fee amount cut in half.

The cost of this fee is used to keep the expensive, school owned instruments in good playing condition and available for student use. The fee covers normal wear and tear that happens to an instrument during daily use. All students who are playing school owned instruments are expected to be responsible for treating these instruments with the utmost respect. Damages caused by student misuse or neglect of the instrument are not covered by this fee and will be the responsibility of the student using that instrument. Any student who needs financial assistance to pay the usage fee should talk to Mrs. Voytek privately.

# CONCERT ATTENDANCE POLICY

## **Attendance at Concerts**

Signing up for band obligates the student to attend performances during, after, and outside of school. Instrumental music is unique in that one measurement of its goals is the demonstration of skills through public performance. Concerts provide an opportunity for the students to apply the objectives they have learned throughout the grading period. Because each band member plays a vital role in the final product, attendance at all performances is required. Attendance at each concert contributes 11% to the grade earned for each grading period.

This policy is intended to be fair to all members of the Lakota Ridge Junior Bands and applies to all performances throughout the school year (i.e. concerts, pep assemblies, contests, etc.). A complete schedule of performances is provided in this handbook, so that any possible conflicts can be resolved as soon as possible.

**Excused Absences** The concert attendance requirements may be waived for the following reasons:

1. Death in the family
2. Unavoidable family emergency
3. Established religious service/holiday
4. Excused absence from school
5. Extreme personal illness or injury

Absences for these reasons will be excused when written parental notification is given to the band director prior to the scheduled performance. If prior written notification is not possible due to unforeseen circumstances, the written notification must be given to the band director on the next attended school day. Excused absences from school automatically excuse a student from a concert. If a student becomes ill between the regular school day and a performance, leave a message on the directors' school voice mail prior to the concert. There will be an alternative assignment, which must be completed in order for students to receive credit for an excused absence from a performance.

**Unexcused Absences** An unexcused absence will result in the following:

1. The student will not receive any points for participation at the concert/contest, thus lowering his/her grade one full letter grade for each performance missed.
2. Consistent attendance problems could result in removal from the organization.

# CONCERT DRESS

**Our Uniform** As representatives of Lakota Ridge Junior School and the Lakota Local Schools, it is important that we present a neat and uniform appearance at our concerts. We will wear the following uniform:

1. White "Lakota Ridge Junior Band" shirt or plain white dress shirt. \*An order form and additional information about the band shirt are included in this packet.
2. Black dress pants or skirt. No jeans.
3. Black or dark brown shoes and dark socks. No tennis shoes unless completely black. No flip-flops.

# DISCIPLINE PLAN

**General Statement** In general, behavior that does not benefit the band rehearsal does not belong. Students should exercise self-discipline at all times in order to maintain an environment conducive to learning.

## **Classroom Rules**

1. Always show respect for yourself and others in actions and words.



2. All gum and candy must remain out of students' hands and mouths during all classes and concerts.
3. Be on time to class. Have all materials and be in your seat, ready to play 2 minutes after the bell rings.
4. Enter class with your best attitude ☺

Please note: All school rules apply throughout the school day. (Always have your planner.)

### **Disciplinary Consequences**

Each individual incident will have specific consequences determined by the band director.

Severe Clause: In cases of severe misbehavior, the student will immediately be referred to the Principal.

## **GRADING PROCEDURE**

Students receive letter grades in band (A, B, C, D, or F) which are averaged into the academic honor roll. Grades are determined each quarter by the following factors:

1. Class Participation . . . . . 45%
  - a. Students will receive five points per day for being in class, having their instruments and any other necessary equipment (i.e. reeds, pencil, etc.), and participating in the band rehearsal. Talk to Mrs. Voytek for make-up assignments needed due to absence.
  - b. Because students who fail to bring their instruments to class cannot fully participate in the rehearsal, they will lose three participation points for that day. Failure to bring other required supplies to class will result in the loss of participation points as well.
  
2. Playing Grades . . . . . 33%
  - a. Wind players will be evaluated on scales, tone quality, articulation, note accuracy, rhythmic accuracy, musicality (dynamics, phrasing, etc.), and posture.
  - b. Percussion players will be evaluated on rudiments, rolls, rhythm accuracy, and musicality.
  - c. Frequency of playing evaluations throughout each grading period is at the discretion of the band director.
  
3. Practice Records . . . . . 11%
  - a. Each student is encouraged to practice regularly in order to be successful. Students will complete practice records to assist them in meeting their individual musical goals.
  - b. Students will be asked to get a parent/guardian signature at the end of each practice record so that parents/guardians can monitor their musical progress.
  - c. Each student will set their practice goal at sixty minutes per week outside of class. The most beneficial way to attain these minutes is to practice over several days.
  - d. Students who play large instruments (i.e. tubas, euphoniums, etc.) and cannot get their instruments home on a regular basis should see one Mrs. Voytek to work out an alternative practice schedule.
  - e. Practice Records will be collected twice per grading period. In order for students to receive credit, practice records must be turned in on time, signed by a parent.
  
4. Concert Attendance . . . . . 11%
  - a. Please see "CONCERT ATTENDANCE POLICY" in this packet.

Points will be received in each of these four categories, with the final grade being calculated from the percentage of possible points received for the grading period. As the number of performances per quarter may vary slightly, category percentages will be adjusted accordingly.

## **EXTRA CREDIT**

Students can earn extra credit percentage points per quarter by participating in optional musical events, including the following:

Private lessons (students must complete and have private lesson teacher sign form)	3%
Honor Band, Solo and Ensemble	3%
Cincinnati Junior Youth Wind Ensemble, Jazz Explosion, or other weekly group	3%
*Performance outside of school (church, nursing home, scout troop)	1%
*Attend a non-school instrumental concert/performance	1%
*Attend another high school, junior high, or elementary band concert	1%

*\*Students must turn in the concert program with the student's name printed on the cover.*  
*\*No more than 5 extra credit percentage points per quarter will be added to a student's grade.*

# BAND SHIRT ORDER FORM

Our shirt is a white, polo-style shirt with "Lakota Ridge Junior Band" stitched onto the front, left side. It is made of 50% cotton and 50% polyester. The shirt is worn for both 7th and 8th grade concert and jazz bands.

To order a shirt, please complete the form below, and return it with \$12.00 by Thursday, August 31. Checks should be made payable to "**Performing Arts of Lakota**" (this is our music account). The band shirts are sold to the students at the cost they are sold to us. The band does not make a profit from this sale. Funds received for the purchase of band shirts are deposited into the music account, and one check is then written to pay for the shirts. Any student who needs financial assistance to purchase the band shirt should talk to the band director privately. 8<sup>th</sup> Graders do NOT need to complete the shirt order form, unless a new shirt is needed.

\_\_\_\_\_  
Student's Full Name

\_\_\_\_\_  
Band Class Period

Please circle size of shirt desired: SMALL      MEDIUM      LARGE      EXTRA  
LARGE

***Shirts are adult sizes.***

Method of Payment:      \_\_\_\_\_ Check payable to "Performing Arts of Lakota"  
(\$12.00)

\_\_\_\_\_ Cash (\$12.00)

\_\_\_\_\_ Already own a band shirt. Will not need to purchase a shirt.

**\*\*Please review all of the information in the band handbook carefully, and then return this signed page to Mrs. Voytek by Thursday, August 31 for a Band class grade.\*\***

**YES! We have read this band handbook and are ready to commit to a musically outstanding year at Ridge Junior School!**

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**Student** \_\_\_\_\_ **Period**

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**Parent** \_\_\_\_\_ **Date**