

Doctors Charter School Of Miami Shores Band/Orchestra Handbook

Dear Parents and Students,

Welcome to the Doctors Charter School of Miami Shores Band/Orchestra program! This handbook has been written to familiarize you with the many aspects of the music program and to ensure an enjoyable and educationally rewarding musical experience. I realize you are overwhelmed with reading material at the beginning of the year, but PLEASE take the time to read this handbook. After you have read this handbook, sign the last page, detach it, and return it to me. Students will be held accountable for the information contained in this handbook, so please keep the book for future reference.

Band/Orchestra is an ELECTIVE and SELECTIVE course. You're enrolling in a band or orchestra course suggests your willingness to stick with the information and guidelines set forth in this handbook. Music involves learning math concepts and applying them in the reading of rhythm, learning a new system of notation, developing fine motor skills, developing the ability to hear in a discriminating manner, and becoming sensitive: to the sound we make, to the sounds others make, and to the demands of the music. It requires cooperation with a large team of musicians working together toward a common goal the manifestation of the printed music into sound. It requires extra practice at home, extra rehearsals and performances.

The band/orchestra program at Doctors Charter School is comprised of very special students. They are willing to give of their time to an organization that brings pride and recognition to our school and community. The music program strives to develop skills and provide learning experiences for the students that will be useful in any life endeavor. Students will also acquire a very enjoyable leisure activity performing in amateur or semiprofessional groups. Future membership in college or community ensembles can also be very rewarding.

I hope your membership in the Doctors Charter School Band/Orchestra Program will be both rewarding and productive. Have a great year!

Sincerely,

Dr. Salvatore Vinciguerra
Director of Music
Fine Arts Department Chair
Vinciguerras@DoctorsCharterSchool.org
www.VinciMusic.com

Band/Orchestra Rules & Regulations

Music is fun and exciting to learn, but it requires hard work, dedication and discipline. The Band/Orchestra classes are a very important part of the curriculum at Doctors Charter School. As a member of these classes you have a responsibility to do your job well and to represent our school well at functions. In order to fully benefit from this class, your responsibilities are to be prepared and to be an active participant.

Please make sure you understand the rules for classroom behavior. Let's work together to make this a great year for all of us!

1. **COME TO CLASS ON TIME.** On time means that you are in your seat and ready to begin rehearsal three minutes after the tardy bell rings. Once class begins, students should not talk or leave their seats without permission.
2. **COME TO CLASS PREPARED.** This means that you should have your instrument, music, pencil and accessories everyday. Your grade will be lowered each day for consistent unpreparedness.
3. **BE ATTENTIVE.** This means for you to listen to all instructions, even when they are being directed to another section. If you have a question, raise your hand and wait to be called upon.
4. **ABSOLUTELY NO EATING, DRINKING, GUM CHEWING, GROOMING, OR WEARING OF HATS WILL BE PERMITTED DURING CLASS.**
5. **DO NOT** handle or use any instrument that does not belong to you.
6. At the prescribed signal or when the conductor gets on the podium, all warmups and playing will stop immediately. This is a sign of respect.
7. **DO NOT** play out of turn.
8. **ABSOLUTELY NO STUDYING FOR ANOTHER SUBJECT DURING CLASS.**
9. At the closure of class, the rehearsal room should be kept clean and orderly. Store your instrument in the assigned place provided for it. **DO NOT LEAVE YOUR INSTRUMENT ABOUT THE SCHOOL BUILDING. ALL PERSONALLY OWNED INSTRUMENTS ARE REQUIRED TO BE TAKEN HOME EVERY DAY.**
10. **THE BELL DOES NOT DISMISS YOU!** Your teacher dismisses you, so stay in your seat until you are dismissed.

Consequences

Include the following: Verbal warnings, classroom consequences (detention etc.) parent notification by email or phone call, office referral, and transfer out of the music program. Dr. Vinciguerra will remove students from the classroom if they disrupt the musical learning environment. If students would like to speak with Dr. Vinciguerra regarding disciplinary referrals they must speak to him before or after school.

Grading Policy

Members of the Doctor's Charter School Band/Orchestra will be assigned grades as per the Doctor's Charter School grading policy. Students will receive at least two grades per week. The first grade will be based on an assessment of general assignments. It could be derived from either written material or performance of musical material. The second grade will be based on the student's participation at orchestra rehearsals in class, and performances in and out of school.

I am aware of students who have less experience than other class members. It is an easy task to recognize a student who has prepared himself/herself from those who have not. Students with less experience do have the opportunity to make high grades if proper evidence of practice and preparation is evident. This assessment is designed to encourage students to set musical goals and reach them.

At the beginning of each quarter students will be given a syllabus for the class. It will contain the grading outline and important dates for the quarter. The grade outline below refers only to the first quarter. Please refer to your student handbook on school rules and other procedures.

Academic Grade

Participation – 35%

Performance – 25%

Written/Playing tests and quizzes – 20%

Practice Chart – 20%

Total points – 100%

Grading Scale

90100 A

8089 B

7079 C

6069 D

059 F

1. **CLASS PARTICIPATION** – Student should have their instrument every day. If the instrument is being repaired a receipt of repair should be presented to the teacher. PERSONALBAND/ ORCHESTRA INSTRUMENTS SHOULD BE TAKEN HOME EVERY DAY. DO NOT LEAVE YOUR INSTRUMENT IN THE EQUIPMENT ROOM. TAKE YOUR INSTRUMENT HOME AND PRACTICE!
2. **PERFORMANCE** Performance grades may include performance of required major minor and chromatic scales, performance of music, required concerts, solos and ensemble festival and/or assigned musical exercises.
3. **TESTS AND QUIZZES** Tests and quizzes will be designated. Questions dealing with terminology, musical symbols, and rhythms will be given. Students will have adequate time to prepare. Materials for playing tests are given in advance. Students will be required to perform their playing test individually during the class. On occasion these tests are used for chair placement. Chair placement in each section is at the director's discretion.
4. **FOLDERS** Each student will create a folder containing selected personal works. Included in the folder may be the following: written essays, self/peer evaluations, orchestra handbook, quizzes, tests, handouts and other learning materials.

5. **PRACTICE LOGS** Students are expected to practice a minimum of 120 minutes each week. The log must be signed by a parent or guardian and will be checked periodically by the teacher.

PRACTICE LOG SCALE

| | |
|---------------|---|
| 120 min. & UP | A |
| 90 – 119 | B |
| 60 – 89 | C |
| 30 – 59 | D |
| 0 – 29 | F |

PLEASE NOTE Concerts are **mandatory** events for all students. If you miss a performance that is unexcused or by given improper notification prior to the performance will result in receiving a 0 for 25% of the quarter grade. Points will be deducted from your participation grade if you are consistently prepared or become a discipline problem.

MAKEUP WORK Students will not be allowed to make-up work (participation, class work, Quizzes etc.) if their absence or tardy was determined by the school as unsatisfactory. All assignments must be made-up within seven school days. If work is not made-up within this time frame the student will receive a 0 for that grade.

Band/Orchestra Awards

At the end of the year, awards will be given out to students. Either an awards ceremony or music banquet will take place. During the event students will receive certificates, pins, trophies, plaques and medals, which will be presented to those who have worked for their achievements in music.

Uniforms

Band/Orchestra uniforms must be worn only for formal performances. All uniforms should be washed and pressed for an acceptable appearance. Shoes should be polished before each performance.

Formal Uniform

Girls

Solid, **White** dress blouse.

Solid **Black** dress skirts or black dress pants.

* Blouses must have sleeves on them.

** All Dresses and Skirts should come down past your knee.

Black socks and/or skin colored stockings

Dress shoes no sneakers or sandals

Guys

Solid white long sleeve shirt

Solid black dress pants

Black socks

Black dress shoes no sneakers

Casual Uniform

Girls and Guys

School Uniform Shirt– preferably everyone wearing the same color shirt.

Casual shoes sneakers

After/Before School Rehearsals

It is necessary that all students attend rehearsals at the prescribed dates and times. These extra rehearsals are needed to prepare and improve the quality of our performances. There will be various performances this year at festivals and competitions in the state of Florida. There might also be a possibility of a performance out of state so your cooperation in regards to practice and performance are extremely necessary.

Eligibility for Out-Of-Town Trips

To be eligible to perform in festivals, out of town trips, and other performances a student must demonstrate the ability to perform his/her part. Each student must maintain at least a "C" average and a "B" average in conduct to be able to participate in extracurricular activities. Financial obligations to the school and the music program must be met for a student to participate in off campus, extracurricular activities. (Please see your student handbook for further information.)

Band/Orchestra Instruments

Dr. Vinciguerra will determine the suitability of musical instruments for each student. This is to ensure that the ensemble is properly balanced for performance as an ensemble. Band students should note that Dr. Vinciguerra will hand select 2-3 students in beginning band for percussion (drums) and electric string bass.

*****Students must try to acquire a musical instrument and supplies for the instrument on their own. Please ask questions before purchasing or renting an instrument from a music store or online retailer.**

What Do I Need For Orchestra?

Welcome to the Doctors Charter School Orchestra Program! The following is a list of items you will need to purchase for orchestra class. A list of local music dealers and websites is provided on the bottom of this handout.

1. An orchestra instrument Please purchase or rent your instrument at a local music dealer.
2. "Essential Elements for Strings 2000" Beginning Orchestra – Book 1
Advanced Orchestra – Book 2 (BLUE) *and* "Essential Techniques For Strings 2000"
3. Rosin – Dark
4. A folder – Three ring binder with page protectors
5. Pencil
6. Music stand – for use at home only.
7. Extra Set of Strings

Please see the list below for each specific instrument.

Violins/Violas – Shoulder rests

Cello/Basses – Rock Stops

Extras Supplies - Performance/Practice mutes, metronome, chromatic tuner, pitch pipe, manuscript paper

***The following are music stores where you can purchase items:

1. Sam Ash Music – Miami – (786)331-9668, Hialeah – (305)628-3510
www.samash.com
2. Space Music – North Miami – (305)981-8945
3. Allegro Music Center – Coral Gables – (305)740-9400
4. Woodwind and Brasswind – (800)3485003
www.wwbw.com
5. Southwest Strings – www.swstrings.com

What Do I Need For Band?

Welcome to the Doctors Charter School Band Program! The following is a list of items you will need to purchase for band class. A list of local music dealers and websites is provided on the bottom of this handout.

1. A band instrument Please purchase or rent your instrument at a local music dealer.
2. A mouthpiece (see list below)
3. "Essential Elements 2000" Beginning band – Book 1
Concert band – Book 1, Book 2 and "Essential Techniques"
4. A folder – Three ring binder with page protectors
5. Pencil
6. Music stand – for use at home only.

Please see the list below for each specific instrument.

Flute – A flute cleaning rod, a soft cotton cloth about the size of a handkerchief. Key oil and a flute stand. To prevent costly repairs a "Pad Saver" for the body of the flute is suggested. Cleaning care kit.

Clarinet – Five Vandorian #2 ½ reeds, protective holders for your reeds, a cleaning swab or cleaning kit, key oil, cork grease.

Oboe/Bassoon – Mouthpiece (which is a reed), mouthpiece case, cork grease, key oil, cleaning kit

Alto/Bass Clarinet./Alto/Tenor Saxophone – Five Vandorian #2 ½ reeds, Cork grease, neck strap, cleaning kit.

French horn – Bach or Blessing 11 mouthpiece, a bottle of valve oil, a tube of slide grease, cleaning kit with a snake and cloth.

Trumpet/Cornet – Bach or Blessing 7C mouthpiece, a bottle of valve oil, a tube of slide grease, cleaning kit with a snake and cloth, trumpet stand.

Trombone/Baritone – Bach or Blessing 12C mouthpiece, a bottle of valve oil, a tube of slide grease, cleaning kit with a snake and cloth.

Tuba – Bach or Blessing 24C mouthpiece, a bottle of valve oil, a tube of slide grease, cleaning

kit with a snake and cloth.

Percussion – Percussion/Bell Kit *MUST* be rented at the music store! This kit will include a snare, snare stand and a set of bells. You will also need a drum practice pad and a pair of Vic Firth or Ludwig 2B drumsticks and a set of bell mallets.

***The following are music stores where you can purchase items:

1. Sam Ash Music – Miami – (786)331-9668, Hialeah – (305)628-3510
www.samash.com
2. Space Music – North Miami – (305)981-8945
3. Allegro Music Center – Coral Gables – (305)740-9400
4. Woodwind and Brasswind – (800)3485003
www.wwbw.com

Music Fees

Students will be assessed the following music fees:

1. All students who are enrolled in a music class will be assessed a \$4.00 music fee to help pay for the cost of music and other materials needed for the class.

2. Instrument Fee- \$6.00
 - A. All percussion students will be assessed a \$6.00 music fee to help maintain the school owned percussion instruments.
 - B. Doctors Charter School has a limited amount of musical instruments to rent to students. Students who are on free and reduced lunch will have first priority over these instruments. Instrument rental is on a first come first serve basis or by assignment by the music director.

Please make sure that fees are paid before the required due date. Students can pay these fees by either cash, check or money order. If you write a check out for the fees, please write it out to Doctors Charter School, write your child's name in the memo area and put the check in an envelope.

Doctors Charter School of Miami Shores

Dr. Salvatore Vinciguerra
Director of Music

Dr. Kelly Andrews
Executive Director

Band and Orchestra Contract

We, _____, and _____
Parent's/Guardian's Name (print) Student's Name (print)

have read and understand the rules, regulations and responsibilities set forth by the Doctors Charter School Band and Orchestra Programs. We are willing to accept and abide by them.

Parent's/Guardian's Signature

Date

Student's Signature

Date

Home Address

Home Telephone #

Work Telephone #

Emergency Telephone #

Email Address