



**Glades Middle School Band Handbook  
2017-18 School Year**

*Erich S. Rivero*  
Director of Bands

## **Preface: The Glades Band Commitment**

Proficiency on a musical instrument takes time and effort. Being in the Glades Band is not merely an "activity"; it is a lifestyle, a commitment, and an academic endeavor. You are about to embark on an exciting, important experience that you will cherish for the remainder of your life. You will make new friends, devise new goals, and enjoy success through hard work.

Contained in this packet are rules, guidelines, and expectations that you will agree to follow. You are going to be asked to sign a contract that will state your acceptance of the contents of this packet. Should you not fully understand any statement, guideline, rule, or the necessity of any rule, you need to communicate your concerns and questions to the band director prior to signing any agreement contained herein. Should a conflict arise between the band and another school activity, sport, community activity, or a job, you will be expected to remain committed to the band. Your grade depends upon it.

In 2000, the State of Florida began to recognize fine arts courses as core curriculum when considering a student's G.P.A. for admission to college. Students who miss rehearsals or performances as a part of home punishment may place their grade in jeopardy. If you would like suggestions or guidance for alternatives to using band classes to discipline your child, or if you have any other questions about this policy, you may contact Mr. Rivero the band director at (305) 271-3342 Extension 2226.

This handbook contains guidelines that may be revised throughout the course of the year. Revisions may be sent home to parents through students. Rev. 8/15/2017

## **Section 1: Program Philosophy & Objectives**

The director and staff are committed to developing a well rounded, expressive student that not only is a fine performer, but demonstrates a heightened sense of personal/social skills which include, but are not limited to: team work, promptness, responsibility, conduct, and effort. Also important is the desire to emphasize artistic expression through music as a top priority. Band students will be able to demonstrate proficiency on a wind or percussion instrument through performance and practice. They will demonstrate music literacy in relation to reading music, as well as expressive and stylistic nuance associated with a piece of music. Furthermore, the student will demonstrate characteristics associated with good musicianship including, but not limited to: tone, posture, rhythmic accuracy, instrument care and maintenance, and social and conduct skills associated with performing ensembles. Specific classroom objectives are derived from the MENC National Standards for Music Education and are also cross-referenced using the benchmarks outlined within the *Sunshine State Standards*.

### **MENC National Association for Music Education**

1. Singing, alone and with others, a varied repertoire of music.
2. Performing on instruments, alone and with others, a varied repertoire of music.
3. Improvising melodies, variations, and accompaniments.
4. Composing and arranging music within specified guidelines.
5. Reading and notating music.
6. Listening to, analyzing, and describing music.
7. Evaluating music and music performances.
8. Understanding relationships between music, the other arts, and disciplines outside the arts.
9. Understanding music in relation to history and culture.

## **Section 2: Attendance Policies**

The key to success for any performing group is regular attendance. The director and staff make a conscious effort to provide all students and parents with the earliest possible notification of all events. We also adhere to a 72-hour notice policy regarding rehearsals and performances mandating that students will not be required to attend any rehearsal, sectional, or performance scheduled by staff without a minimum of 72 hours notice.

### **DAILY CLASS ATTENDANCE**

- Band students will report to their assigned seat in the band room with a working instrument, all necessary accessories, pencil, music, and a music stand no later than 3 minutes after the tardy bell rings.
- Only tardy passes from administrators will be accepted without prior approval from the band director. Students must confer with the director prior to any appointment or make-up test they desire to schedule with a teacher or counselor.

### **ABSENCES**

- Students will strive for perfect attendance.

- It is band policy that students must advise the band director prior to an absence from a performance or rehearsal. Unless it is an extreme emergency (in which a reasonable effort of communication is still expected) contact must be made no later than 24 hours prior to any absence. 24-hour voice mail is available at (305) 271-3342.
- Following an absence, the student must provide a note from a parent or guardian explaining the nature of the absence. Parents should also get all absences cleared through the school attendance office.
- Any absence from rehearsals, excused or unexcused, may result in the forfeiture of a performing spot.

### **PERFORMANCES**

- Students are expected to attend every performance.
- The director must be notified in writing of any pre-arranged absence that conflicts with a scheduled performance in this handbook's published calendar prior to **September 30, 2017**.
- Performances include, but are not limited to; band competitions & evaluations, any Honor Band, and the winter and spring concerts and recitals.

### **MEDICAL APPOINTMENTS**

Due to the limited amount of after-school rehearsals, parents are requested to make a reasonable effort to schedule medical appointments at times so that they will not interfere with scheduled events. Please make every effort to schedule medical appointments during *off days* or teacher planning days (unless a rehearsal is scheduled). Students are reminded to follow the policy regarding notifying the director prior to any absence and then following it up with a note, in this case, a note from the medical office in which you visited.

### **ORTHODONTIC AND DENTAL PROCEDURES**

Since wind players use their mouth to perform on their instrument, orthodontic adjustments and dental procedures can, and do, have a great impact on the student's ability to perform. Parents are requested to schedule orthodontic and dental procedures no less than two weeks prior to a performance. Major work may require a longer time period. Consult with your orthodontist or dentist if you have any concerns. This request would obviously exclude emergency work.

## **Section 3: Eligibility**

Participating in the Glades Middle School Band program means that you are a member of a group of individuals that supports school spirit and pride. Specific standards of eligibility must be maintained.

### **GRADE REQUIREMENTS**

- Students must maintain a 2.0 minimum G.P.A.
- The director may review grades periodically.
- Failure to maintain minimum grade requirements may result in exclusion from certain activities as mandated by M-DCPS, FSMA, and Florida State Law.

## **ENROLLMENT**

- Band students must be enrolled in a band class to participate in the Glades Band .
- A comprehensive description of instrumental music courses offered at Glades Middle School is posted in the school's curriculum bulletin and is available in the school Assistant Principal of Curriculum's office.

All Glades Band members will have several performance opportunities throughout the year. There may, however, be times in each performance where the performance can only accommodate a set number of performers. Students must realize that membership alone does not guarantee a performance spot.

### **Glades Beginning Bands M/J Band 1**

These ensembles are open to all students that wish to learn a Concert Band Instrument. Please remember that we can only take a limited number of students on each instrument. In order to achieve a balanced instrumentation for the band we ask that your child have in my two or three instrument choices so we are able to accommodate them. Your patience and cooperation would be greatly appreciated. We only have a limited number of working school instruments that we may rent. These instruments are issued on a first come first served basis. Students may have to share instruments. It is encouraged that they buy their own. Please ask the director or private teacher for suggestions before buying the instruments. This will help ensure that the parent is purchasing a quality instrument that will last. In order for the instrument to be rented to the student the rental contract must be filled out in it's entirety and the rental fee must be paid. .

### **Glades Wind Symphony m/j bAND 2 & M/J Band 3**

This ensemble is open to students through an audition. Students must demonstrate an above average desire to perform. Attendance at after-school rehearsals and sectionals are a requirement for enrollment in this course. Students are expected to obtain the highest quality instrument, mouthpiece, and/or mallets available. All students in this ensemble must prepare a grade 3 or higher solo from the F.B.A. list. Certain uniform and financial obligations are required. The band may travel and attend special events. We only have a limited number of working school instruments that we may rent.

### **Exploring Music**

#### **CLASS OVERVIEW**

By the end of the year, students will have a better appreciation for, and understanding of music history, music theory, music composition, music technology, music as a profession, and how music affects cultures and plays an important role in our everyday lives.

#### **CLASS TOPICS**

Topics that will be covered in this class include, but are not limited to:

- Learn about the history of music by tracing today's pop music back to its origins in classical music and learn its effects on world culture.
- Become a better overall musician by learning to better read and understand music notation, scales, key signatures, time signatures, and rhythms.
- Learn to listen to and analyze music for form and genres.
- Learn about various careers in the music industry.
- Explore musical theatre and how plays are produced.

## The course

### Glades Concert Jazz Band I

This ensemble is open to students through an audition. Attendance at after-school rehearsals and sectionals are a requirement for enrollment in this course. Students are expected to obtain the highest quality instrument, mouthpiece, and/or mallets available. Honors credit is available to junior and senior band members in this course. Certain financial obligations are required. All students must purchase a full tuxedo and alternate uniform. The band may travel and attend special events.

Audition requirements for Wind Symphony and Jazz band are as follows:

**When the student enters the room, he/she will be asked to perform:**

- a) Two major scales from memory, complete with arpeggios.
- b) A chromatic scale covering the range of the instrument.
- c) A prepared solo of the student's choice that best demonstrates the student's skill level.

## Section 4: Grading

Everyone expects an "A" in a band or dance class elective. Although many students receive an "A", the fact remains that it is earned, not given. Just like all other academic classes, your grades will be determined by the course objectives as stated in **Section 1: Program Philosophy and Objectives**.

### COMPUTATION OF GRADES

#### Academic, Effort, Conduct

- All Tests, Worksheets, Classroom Evaluations, Playing Tests, and Performance Grades are averaged to produce an Academic Grade.
- Each performance is awarded 4 letter grades that are averaged into the academic grade for the grading period in which it was earned.
- Each student begins the grading period with a "1" in effort. Consistent failure to bring instrument and supplies, or participate in daily classroom activities will lower the effort grade.
- Each student begins each grading period with an "A" in conduct. Consistent failure to adhere to the rules of conduct as outlined in this handbook will lower this grade. Other disciplinary consequences may also apply.

### M-DCPS GRADING SCALE

GRADE	SCALE	VALUE	INTERPRETATION	G.P. VALUE
A	3.50-4.00	90%-100%	Outstanding Progress	4
B	2.50-3.49	80%-89%	Above Average Progress	3
C	1.50-2.49	70%-79%	Average Progress	2
D	1.00-1.49	60%-69%	Lowest Acceptable Progress	1
F	0-0.99	0%-59%	Failure	0
I		0	Incomplete	0

## Section 5: Conduct

In order to maximize rehearsal time and to maintain the stability of the band, certain codes of conduct are emphasized. Students must understand that we rehearse as a group, perform as a group, and are judged as a group. The quality of the group will only be as good as the weakest member. The consequences for failing to follow any of the following guidelines may result in one or more of the following actions: detention, forfeiture of a performance spot, exclusion from a performance. Repeated or deliberate infractions may result in one or more of the following: school referral, and withdrawal from the class. Refer to the M-DCPS Student Code of Conduct for further information.

### CONDUCT AT REHEARSALS AND PERFORMANCES

- Students will refrain from eating candy and chewing gum.
- Students will refrain from talking and are expected to listen attentively while the director, instructor, chaperone, or any officer is talking or giving directions.
- Students will stay until dismissed from all events ensuring that all equipment is put away properly.
- Students will refrain from arguing with one another.
- Students will refrain from using profanity or provocative language.
- Students are allowed to use the restroom only when escorted by a chaperone if at an event. If at school the student must have a restroom pass from the teacher.
- Talking is not permitted when the band is warming up or tuning in the stands.
- "Booing" is not good sportsmanship and is not permitted at any concert .
- Proper professional decorum is expected at all times. "Giggling" or inability to recover is unacceptable.
- Insubordination and defiance will not be tolerated.

### CONDUCT TO AND FROM PERFORMANCES

- Band members are expected to meet at the time and place designated by their director.
- All members are expected to ride the bus to and from the event.
- Talking is permitted on the bus, yelling is not.
- Students will stay on the bus until dismissed.
- Students are expected to follow all directions given by bus captains, chaperones, and bus driver.

### CONDUCT IN THE BAND FACILITY

- Students will enter the room quietly especially when another group is rehearsing.
- Students are not permitted to touch, tap, hit, or play any musical instruments that do not belong to them. No one is allowed to play percussion instruments unless they are a percussionist and have special permission from the band director.
- Students may use the stereo with permission from the director only.
- *Horseplay or roughhousing* will not be tolerated in or around the band facility.

### ETHICS

- All band members are expected to refrain from eating or drinking in the band room.

- Students are expected to care for personal property, the property of others, and school property.
- Band members are expected to act as a positive role model for all outside observers.

### **CONDUCT ON TRIPS**

- Students and their parents must attend a special trip meeting prior to departure.
- Special codes of dress and conduct will be discussed at the trip meeting.
- All paperwork involving parental consent must be completed prior to deadline.
- Financial obligations to the Band Patrons Glades should be resolved prior to departure.

### **Failure to follow the rules of conduct will result in the following:**

- 1<sup>st</sup> offense- Warning
- 2<sup>nd</sup> offense- Call home to parents
- 3<sup>rd</sup> offense- Parent/Teacher conference
- 4<sup>th</sup> or more- Referral to Administration

## **Section 6: Uniforms**

Because of their design, the uniforms make being a band member just that much more special than other organizations. When required, the uniform is to be worn in its entirety. It is to be worn with pride and dignity. When you wear your uniform you are representing your school, the band, the community, and the state of Florida, and the traditions and the honors earned by the members of the group before you.

It is each member's responsibility to obtain a complete set of uniforms. It is the student's responsibility to notify the band director of any financial condition that might preclude them from purchasing a uniform prior to the posted deadlines.

### **CONCERT UNIFORMS**

- Wind Symphony: Boys will wear Tux coat, black tux pants, Light Blue cummerbund & bowtie, black dress shoes. Each student will be required to purchase a uniform for the ensemble. Girls will wear the Glades Concert Dress, Imitation pearl necklace and ladies dress shoes.
- All concert uniform and accessory orders will be taken in September.
- Jazz Band: Boys and girls will wear the same uniform as the wind symphony. The student will also be required to purchase a Glades Band Guayabera Blue shirt with band logo for the Jazz Band and Tan Khaki Pants.

### **ORDERING EQUIPMENT**

- Following directions on the *Equipment Order Forms* is recommended in order to receive equipment in a timely manner.
- Initial equipment orders will not be placed for students who do not attach payment, or return incomplete *Equipment Order Forms*.
- Due to the fact that many of the uniforms are custom fit, payment for uniforms parts and accessories is **non-refundable**.

- Refunds will not be issued to students who transfer to another school, or who decide to quit the band.

## **Section 7: Winter/Spring Activities**

As noted on the calendar, rehearsals and performance events continue throughout the year. Students are expected to continue attending all rehearsals, as they are a co-requisite for the band class they are enrolled in.

All students are required to attend the Florida Bandmaster's Association District Solo & Ensemble evaluation held in February. Specific requirements are as follows:

- All Concert Band and Wind Symphony Band student's will prepare a solo that is listed in the F.B.A. music list at a level of difficulty as outlined in **Section 3: Eligibility**.
- All students will be assessed a fee from the Florida Bandmasters Association \$10.00 registration fee for this event.

## **Section 8: Student Officers**

A committee comprised of the directors, instructors, and graduating senior officers selects officers annually. Students selected for an officer position are required to attend special leadership training seminars held during the summer. The selection process occurs in April/May and candidates will be evaluated as follows:

- Complete typed application with copy of 3rd nine weeks report card. Returning officer applicants will also be evaluated on past work.
- Applicants for the position of Band Captain and Jazz Band Manager must prepare a speech for all band classes.
- Officers will be removed from their position for dereliction of duty, and/or conduct and ethical violations.

## **Section 9: General Information**

Gator Musician Support Fund, Inc.

All parents and students are encouraged to participate in this organization. Parent volunteers who have been nominated and elected by the general membership run the organization. All parents are considered members if their child participates in the *Glades Band*. The GMSF functions as a separate entity from Glades Middle School and publishes its own set of rules referred to as the GMSF Constitution and By-laws. This organization is a recognized as a non-profit organization and charitable contributions are always welcome.

## CHAPERONES

As per the state of Florida's Jessica Lungsford Act anyone that wishes to help chaperone/volunteer, or work around kids has to have a background check by Miami Dade County Public Schools Police Department. All applicants must fill out the volunteer registration application, be fingerprinted, and turn in a letter from the school be considered for approval. Anyone that does not possess a cleared volunteer number will not be allowed to volunteer nor chaperone any school activity.

## INSTRUMENTS

The band has a limited number of instruments for rent. Students who play flute, clarinet, saxophone, trumpet, or trombone may need to obtain an instrument from an outside vendor. Students are responsible for the care and maintenance of all instruments issued to them. Students are not permitted to touch, hold, loan, or play an instrument except their own. Instruments must be placed in the designated storage area with cases latched when not being used. Personal items, including mouthpieces, should never be left in instrument case while not in use. All instruments should go home daily; the band storage cabinets are for convenience only.

- Brass players will provide their own mouthpiece.
- Woodwind players will provide their own mouthpiece, ligature, and reeds.
- Percussionists need to supply their own mallets and beaters. All percussionists will be held accountable for the storing, securing, and maintenance of all school percussion instruments and mallets prior to and after every rehearsal. All percussion students must complete an instrument rental agreement prior to using any school equipment.

## COMMUNICATION

Throughout the year, memos containing pertinent information are signed out to students. It is the student's responsibility to deliver these memos to their parents.

## FUNDRAISING

The band program is an enormous vehicle that depends on money from a variety of sources in order to function properly. Although we are fortunate to have adequate financial support from our school **YOU CAN GREATLY REDUCE YOUR FEE EXPENSE BY PARTICIPATING IN FUND-RAISERS!** To help provide students with uniforms and accessories, the GMSF organizes and runs numerous fund-raisers throughout the year. Look for flyers, announcements, and newsletters that are periodically sent home describing current fund-raising opportunities.

These activities may be organized and supervised by parent volunteers associated with the band patron organization and not M-DCPS personnel so long as they are cleared by Miami Dade County Public Schools. It should be noted that roadside sales or donations (a.k.a. "Highway Holdups") are strictly prohibited, and are not condoned by the GMSF, or M-DCPS. Furthermore, students are not to hold signs in the median or near busy intersection.

# *Glades Band* Student Awards

## Medals

Medals are awarded to students who receive a superior rating on a solo or ensemble at district Solo and Ensemble Evaluation. Medals are distributed in class following the festival.

### **Merit Awards**

Merit Awards are awarded to students who display superior musical skills and/or service to the band program. These awards are intended to recognize students who qualified as a “runner-up” for various specialty awards.

### **Specialty Participation Awards**

These awards are reserved for students who are selected to perform in various honor bands and throughout the school year. These awards inevitably change from year to year depending on which programs Glades students perform in.

### **Top Ten Fundraiser Participants**

This award is presented to the top-ten fundraiser participants as identified by the GMSF Vice President of Finance.

### **Gator’s Pride Award**

The Gator’s Pride Award is presented to one student per grade level who shows above average, or vastly improved dance or musical skill. The recipient must have an "A" average in band or dance classes, untarnished attendance record, a love for music or dance, and demonstrate actions that place personal needs behind the needs of the band program.

### **Most Outstanding Award**

The Most Outstanding Award is presented to one student per grade level who is recognized as a musician or dancer of the highest caliber for that level. The recipient must have an "A" average in band or dance classes, a superior rating at the district level for a solo or ensemble, impeccable attendance at all rehearsals and performances, and a passion for the art of music. The recipient must also be an advocate of the band, often demonstrating personal sacrifice for the good of the program. The recipient's name will be inscribed on a permanent plaque on display in the band room.

### **Outstanding Musicianship Award**

Students who display exemplary music skills are eligible to receive special recognition for their talent and hard work. Students must receive a superior rating on a grade 4 or higher solo, have been selected for at least one honor band.

### **Unsung Hero Award**

This is presented to a band member that demonstrates unparalleled work to better the band program. In addition to demonstrating a basic competency as a musician, this student always performs jobs with the best interests of the band program in mind. Often this person works "behind the scenes" performing jobs that go unrecognized by other band members or the public.

### **Glades Scholar Bandsman Award**

This is presented to the graduating senior who maintains the highest G.P.A. Candidates must be enrolled in the school's marching and concert band program, maintain a minimum of a 3.0 G.P.A. (based on a 4.0 scale), and be planning to attend a college or university.

### **Louis Armstrong Jazz Award**

This award is presented to a student enrolled in jazz band who demonstrates the highest level of musical skill in the jazz idiom. In addition to participating in all aspects of the band program, improvisatory skills are required. The recipient’s name will be inscribed on a permanent plaque on display in the band room.

### **John Philip Sousa Award**

The John Philip Sousa award is presented to the student who demonstrates superior musical and leadership skills. The student performs in all aspects of the band program and is well versed in a variety of instruments and musical styles. The recipient is usually a senior who is intent on majoring in music, preferably music education. The recipient's name will be inscribed on a permanent plaque on display in the band room.

### **Director's Award**

The Director of Bands and the guard instructor each present a director's award to a student who they believe is worthy of recognition for service and performance in the band program. Usually the recipient is a senior who demonstrates distinct service to the band program throughout their scholastic experience. There is often a "story" behind this individual, and the recipient "stands out" in a unique way earning them distinguished recognition from the director. The recipient's name will be inscribed on a permanent plaque on display in the band room.

## **ORGANIZATIONS-FRATERNITIES AND SORORITIES**

### **I. Florida Statutes (paraphrased)**

#### **232.39 – Secret societies prohibited in public schools**

(1) It is unlawful for any person, group or organization to establish a fraternity, sorority or other secret society in the state whose membership shall be comprised in whole or in part of pupils enrolled in any public school

(2) A secret society shall be interpreted to be a fraternity, sorority or other organization whose active membership is comprised wholly or partly by taking in members from the pupils enrolled in public schools on the basis of the decision of its membership rather than the right of any pupil who is qualified by the rules of the school to be a member.

#### **232.41 – School board may prescribe regulations**

### **II. Specific Regulations G. Evidences of Membership**

The following may be accepted as reasons for invoking the (M-DCPS) procedures and, if necessary, the penalties described (in subsection H).

1. The student's own statement to membership
2. A student's displaying any decals, wearing of any insignia, or special clothing known to be associated with such an organization.
3. A student's participation in hazing or other fraternity activities.

## **ORGANIZATIONS-SECRET SOCIETIES**

Participation on the part of middle school students in fraternities and/or secret societies is contrary to Florida law. Each student is required to sign a pledge that the student does not belong to, and will not join, such an organization while enrolled in the public schools. Parents are also required to sign this pledge to indicate they are familiar with the illegality of secret societies, and that they

know the student has signed such a pledge. Recent legislative action has also declared hazing a criminal offense.

The signature of the student and a parent/guardian on the Band Fee Sheet & Contract constitutes acknowledgement of these policies and fulfills the requirements of signing a pledge as outlined above.

## Contact Information

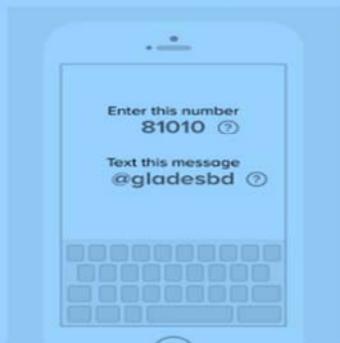
Erich S. Rivero, Director of Bands (305) 271-3342  
[erichrivero@dadeschools.net](mailto:erichrivero@dadeschools.net)

Please print out and sign and date page 14 and turn into Mr. Rivero. I look forward to working with your child this school year. You will find that you will be able to stay up to date with the Glades Band by checking our website [Gladesbandmiami.com](http://Gladesbandmiami.com) and joining our facebook page which is called Glades Gator Band. We send reminder messages throughout the year using the remind App.

**GLADES BAND PARENTS AND STUDENTS, WE ARE USING THE REMIND APP IN THE BANDS. THIS SENDS REMINDERS TO YOUR PHONES OF UPCOMING EVENTS, PAPERWORK DUE DATES, HOMEWORK, FUNDRAISING INFO, ETC..**

**PLEASE SIGN UP FOR IT BY TEXTING THE PHONE NUMBER 81010. FOR THE MESSAGE PART OF THE TEXT, PLEASE ENTER THE CORRECT CODE FOR THE BAND YOUR CHILD IS IN, THEN SEND THE TEXT. YOU ARE NOW REGISTERED. IT'S VERY EASY AND YOU WILL ALWAYS KNOW WHAT'S GOING ON. THERE IS NO CHARGE.**

### Beginning Band



### Wind Symphony



### Jazz Band



Below is the Handbook receipt that must be signed and is the first homework assignment of the school year.



**The signature of the student and a parent/guardian on the Band Handbook Signature sheet indicates that have both received and read the 2017-18 Glades Band Handbook policies.**

Student Name Printed \_\_\_\_\_

Student Band Period(s) \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Printed Name \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_