



# AWTREY MIDDLE SCHOOL BAND HANDBOOK 2023-2024

**This is YOUR Electronic COPY. Please return the green contract page that was sent home with your student. The signed contract should be returned no later than Monday, August 28<sup>th</sup>!**

**Jeffrey Crawford, Principal**

**Tara Melvin, Band Director**

**Stephen Cagle, Associate Band Director**

Dear Band Parent/Guardian and Student,

We would like to take this opportunity to welcome back our *fantastic* 7<sup>th</sup> and 8<sup>th</sup> grade students and offer a very warm welcome to our new 6<sup>th</sup> grade students and their families to the Awtrey Band Program! We are very excited about this school year and look forward to helping each student reach his/her musical potential. Our success will be achieved through the dedication and hard work of each member. Our primary goal is to provide the highest quality music education in a challenging, enjoyable and student-centered environment. We empathize with the difficult year our students and community had last school year and hope we can great a safe and positive environment for your child!

Learning to play a musical instrument makes children better students. The College Board determined in a recent study that students who study instrumental music score an average 110 points higher on the SAT. An additional study of pre-schoolers revealed that as little as 8 months of piano instruction resulted in a dramatic increase in spatial IQ, which is necessary for things like complex math. We also know that learning to play a band instrument helps develop a number of "Life Skills" such as team work, patience, diligence, concentration, self discipline, self worth, and working towards a common goal. The purpose of the handbook is to explain the responsibilities of band members, and to answer questions that parents/guardians and students may have regarding the program. All students are held responsible for the contents of this handbook, so students and their parents/guardians should read and discuss this handbook together.

## **Questions? Contact us!**

**Mrs. Tara Melvin**  
[Tara.Melvin@cobbk12.org](mailto:Tara.Melvin@cobbk12.org)

**Mr. Stephen Cagle**  
[Stephen.Cagle@cobbk12.org](mailto:Stephen.Cagle@cobbk12.org)

**Visit our Website!**  
[www.awtreybands.org](http://www.awtreybands.org)

# WELCOME FROM OUR BAND DIRECTORS

Dear Parents and Students,

My name is Tara Melvin and I am the Band Directors at Awtrey Middle! I am entering my 14<sup>th</sup> year teaching middle school band, and my seventh year at Awtrey. I am extremely excited to get started this year and cannot wait to get back to work with my students, old and new!



This community has something so special to offer. The level of excellence, dedication, and tradition that this area possesses is growing exponentially. I have made lasting friendships and comradery with so many teachers, students, and families. I wish to continue the tradition of excellence and teamwork that has inspired me to work hard for my students and community in the 2023-2024 school year!

I hope you all have had a wonderful and restful summer vacation. I want to thank all of the parents and guardians that have contributed to your child's musical experience. Without you, there would be no instruments, no music or method books, no rides to rehearsals, and no encouragement. Your support is absolutely imperative and vital for your child's success. Please feel free to contact me at any time for any questions you might have. Best wishes for an amazing school year. I can't wait to start a new fantastic year!

Tara Melvin  
Band Director  
[Tara.Melvin@cobbk12.org](mailto:Tara.Melvin@cobbk12.org)

Awtrey Band Students and Families,

I hope that you had a wonderful summer and you are excited to be with us for the 2023-2024 school year.

To our 7th and 8th graders: I am truly looking forward to working with you this year, 2021-2022 was challenging in many ways but I know that we can make 2023-2024 a great school year. To our new 6th graders: we are so excited to have you become a part of our Awtrey Band family and we know that you will be a wonderful addition to the tradition of excellence that we have grown accustomed to!



This will be my 8<sup>th</sup> year at Awtrey Middle School and I have come to love and appreciate this community of students and parents immensely during that time. The excitement towards music and excellence in the families that surround this school is contagious, and it makes Awtrey a wonderful place to learn and teach. This year promises to be an exciting one and we can't wait to continue making memories and working hard together!

Lets make it another GREAT year for the Awtrey Middle School Band! GO VIKINGS!

Stephen Cagle  
Associate Band Director  
[stephen.cagle@cobbk12.org](mailto:stephen.cagle@cobbk12.org)

# Curriculum and Grading: 7<sup>th</sup> and 8<sup>th</sup> Grade Band

## **Performance Assessments.....60%**

(Playing Assessments, Written Assessments)

- Students will play sections of their music individually or in small groups. Tests will be announced at the beginning of each unit and written down in their planner. Playing tests will consist of one or more of the following musical aspects: tone, intonation, rhythm, pitch, phrasing, articulation, dynamics, meter, & steady beat. They may also include skills and techniques such as posture, embouchure, breathing, and sight reading. Written tests may consist of musical terms and/or various aspects of music theory and history. Students will be made aware of the grading rubric that will define the various levels of skill proficiency.
- All missed assessment grades must be made up. Students have the number of days missed from school to make up work missed while absent. It is the responsibility of the student to make arrangements for making up a test.

## **Rehearsal Standards/Participation.....30%**

- Students are expected to have practiced their individual part PRIOR to rehearsals. They are expected to participate in class (playing their instruments, demonstrate the best posture and instrument posture to their ability, etc.)

## **Practice Standards/Reflections.....10%**

- Equipment Check, Rehearsals, Performances

## 6<sup>th</sup> Grade Band

## **Pass Off Completion.....60%**

- 6<sup>th</sup> Graders will be issued a "Pass Off Sheet" every grading quarter (9 weeks). This curriculum sheet will list small performance, theory, or performance enhancing tasks that they must complete before the grading period is over. There will be a certain number of required, choice, and extra credit pass offs. The number of pass offs that students must complete by grading period will increase as the years goes on.

## **Rehearsal Standards/Participation.....30%**

- Students are expected to have practiced their individual part PRIOR to rehearsals. They are expected to participate in class (playing their instruments, demonstrate the best posture and instrument posture to their ability, etc.)

## **Practice Standards/Reflections.....10%**

- Equipment Check, Rehearsals, Performances

***PLEASE NOTE: DAILY HOMEWORK is to practice instruments OUTSIDE OF BAND CLASS. Practicing is much more effective if you practice several times per week in shorter amounts of time, rather than one or two long sessions. Band classes do not count toward practice time, but extra ensembles, lessons, and time in the mornings in the band room do count in addition to practicing at home.***

# BANDROOM ETTIQUETTE

1. Students are expected to arrive in a quiet and orderly manner.
2. Students are expected to assemble their instruments promptly and look over the class assignments.
3. Students are expected to handle their instruments and all band property carefully and with respect.
4. **Each student will ONLY hold or play his/her own instrument.**
5. Unnecessary talking or playing is not permitted.
6. Students are expected to treat everyone with respect (Teachers, Substitute Teachers, School Staff, Administrators, and **Peers**).
7. Food and gum are not allowed in the band room.
8. Students are responsible for the proper storage of their own instrument (band room or locker).
9. Students will receive a band pass once a school year to be used for the drop-off and retrieval of their instrument. The misuse of the pass will result in the denial of all band pass privileges.
10. Only band students are allowed to enter the band room.

## Required Materials:

### 6<sup>th</sup> GRADE:

- 1 inch solid black binder, with clear sheet protectors.
- **Habits of a Successful Beginning Band Musician (green book) for Band Book #1**
- Set of 5 dividers
- Soft 3 ring binder pencil pouch
- PENCILS
- NOTEBOOK PAPER for binder

### 7<sup>th</sup> & 8<sup>th</sup> GRADE:

- 1 inch solid black binder, with clear sheet protectors.
- Set of 5 dividers
- Soft 3 ring binder pencil pouch
- PENCILS
- NOTEBOOK PAPER for binder

**\*Pencils and instruments are required EVERY DAY for class.**

# Awtrey Band 2023-2024 Calendar

\*\*Please note that dates are subject to change, cancelled, or dates added through the year. We will let you know if date changes occur through email\*\*

<b>Date</b>	<b>Day</b>	<b>Event</b>	<b>Location</b>	<b>Time</b>	<b>Grade</b>
9/7/23	Thursday	6th Grade Recital	AMS Theater	6th Grade Conn.	6th Grade
9/16/23	Saturday	6th Grade Carnival	Allatoona	ALL DAY	6th Grade
10/2/2023-10/30/23	Monday	FUNDRAISER			All Grades
10/3/2023	Tuesday	8th Grade Fall Concert	NC PAC	6:30 PM	8th Grade
10/6/23	Friday	8th Grade Band Night	North Cobb HS	Evening	8th Grade
10/20/23	Friday	8th Grade Band Night	Allatoona	Evening	8th Grade
11/9/2023	Thursday	6th Grade Fall Concert	AMS Gym	6:30 PM	6th Grade
11/10/2023	Friday	7th Grade Veterans Day Concert	AMS Gym	SCHOOL DAY	7th Grade
12/2/2023	Saturday	Honor Band Auditions	TBD	ALL DAY	Select 7th/8th
12/5/2023	Tuesday	8th Grade Winter Concert	AMS Gym	6:30 PM	8th Grade
12/7/23-12/9/23	Thur.-Sat.	Midfest	Athens, GA	ALL DAY	Select 7th/8th
3/18/2024-3/21/24	Selected Date	LGPE Window	South Cobb	ALL DAY	7th/8th Grade
4/30/2024	Tuesday	Spring Concert	NC PAC	6:30 PM	All Grades

# Additional Info

## DAILY PRACTICE

Daily practice is the most important ingredient for success in playing a musical instrument. The way in which a student practices usually determines how successful he/she will be on that instrument. Those practice habits are formed early. As parents, please take an active role in your child's music study. Your support, encouragement, and structure at home will be important in helping your child find success. Even parents with no musical background can be of great help to a child studying music by monitoring practice sessions. Here is a list of important considerations for home practice:

- Encourage practice as a priority, not something to do after all else is done
- Schedule a consistent, daily time to practice
- Be sure to practice using a wire stand rather than playing music on a bed or desk. This allows for proper posture and playing position. Good habits only!!
- Provide a quiet place for practice
- Remain nearby whenever possible and monitor the routine (see below)
- PRAISE your child's efforts and achievements

### Sample Practice Routine

Warm-up (5 minutes): mouthpiece playing, long tones

Technique (10 minutes): scales or technique assignments from class

Band Music (10 minutes): selections programmed for the concert

Fun (5 minutes): any other music the student enjoys playing

A student's goal should be to practice at least twenty minutes, six days per week. Seventh and eighth grade students preparing for Solo & Ensemble, UGA Midfest, Honor Band and All-State auditions should practice thirty to forty-five minutes daily. Any student may receive extra help during morning practice 8:15 am to 8:45 am starting the week of August 19, 2019.

Private lessons on an instrument provide a student with valuable one-on-one instruction. Students taking private lessons experience significant growth in their playing ability regardless of age level. Each family is encouraged to consider private music lessons to compliment the instruction received at school. Private lessons are available from several music stores in the area. An additional list of private instructors is also available at school. Statistics show that students who study privately excel not only in performance on their instruments, but in academics as well.

## INSTRUMENT CARE

The maintenance and care of the musical instrument is the responsibility of each student. Daily instrument maintenance should be taken care of at home. If a student's instrument is being repaired, a signed note is needed from a parent/guardian. **All woodwind students are expected to have a minimum of 4 playable reeds with them at all times. All brass students are expected to have valve/slide oil with them daily.** Every effort will be taken by a director to take care of small repairs, but please be advised that time restraints and repair skills are extremely limited.

## SCHOOL-OWNED INSTRUMENTS

A student using a school-owned instrument must fill out an instrument loan contract with a parent signature before an instrument can be issued. Thousands of dollars have been invested in school-owned instruments, and students performing on a school-owned instrument will receive an instrument in proper working condition. Students are expected to treat and maintain the instrument with care throughout the year. **Students who do not take care of school-owned instruments will lose the privilege of using one!**

## CHANGING INSTRUMENTS

Every effort has been made to help each student discover the instrument that will provide him or her with the most successful musical experience. Commitment and dedication are vital to achieving that success. Changing instruments puts a student back at the beginner level on the new instrument and causes a student to play "catch-up". With the large number of students seen each day, we are unable to provide the instruction during class necessary for a student to achieve success after changing instruments.

## SCHEDULE CHANGES

If a band student decides with his/her parents that he or she no longer wishes to continue in the band program, a note from the parent/guardian must be written to the band directors. This schedule change ***will only be done at the end of a school year***. Therefore, written notification must be turned into the band directors **prior** to the end of the school year. Students who demonstrate a lack of interest in band through lack of preparation, disruptive behavior, or serving as a distraction may be removed from band class by a director or administrator.

## UNIFORM INFORMATION

**\*\*\*We will be sending home order information and cost during school year\*\*\***

### 7<sup>th</sup> & 8<sup>th</sup> Grade:

- Charcoal "Awtrey Music" Polo (student order from school)
- Black dress pants, black socks, and black dress shoes (student purchase)

### 6<sup>th</sup> GRADE ONLY

- Charcoal "Awtrey Music" Polo (student order from school)
- Jeans and shoes (student purchase)

## PERFORMANCE ATTENDANCE

Concerts are an integral part of the band program. Student concerts are performance evaluations of the music and concepts that were studied during the grading period. They are the culminating activity where weeks of band rehearsals and student home practice are demonstrated publicly. The National Standards for the Arts state that student performances are an essential part of music education. Student Performances are also required as part of Georgia's Performance Standards. Therefore, students are expected to attend all concerts as a portion of their grade. A list of concert dates is included in this handbook to assist families with scheduling. Concert dates and related details will also be communicated through class announcements, letters to parents, band website and emails.

**\*\*In the event of absence of a concert, students will be asked to perform their concert music for a director in lieu of their concert attendance grade. In the event of absence due to emergency or illness, a written note from a parent or a doctor must be provided to be excused.\*\***

## PAYMENT PROCEDURES

With all of the exciting opportunities available to Awtrey Middle School Band Students, there will be many times throughout the year that your child must bring payment to school. Due to Cobb County policy, only school bookkeepers are allowed to handle money turned in by students, whether in the form of cash, check, or money order. **Teachers are not allowed to handle the money in any way.** For this reason, payment that your child brings to school should be handled in the following way:

1. Checks and money orders should be made out to Awtrey Middle School. Cash must be the exact change since the bookkeeper cannot provide change.
2. Payment of any sort must be inserted into a pre-printed Cobb County payment envelope.
3. You or your child must fill out the front of the envelope completely and legibly.
4. The sealed envelope should be deposited into one of the black lock boxes distributed throughout the school.

## FUNDRAISING

Fundraising is an important and vital opportunity for our band program to thrive and to ultimately give the best possible experience for your child. We will have our first fundraising opportunity kicking off in early September and other ones scheduled throughout the year. Thank you in advance for your support!

## BAND LOCKERS

We are fortunate to have lockers in which to store many of our instruments, whether individually-owned or school-owned. Some students will use cubbies in the instrument storage room in place of lockers. Every student will be assigned a locker storage space to store materials for band throughout the year.

Band lockers should only be used for the materials necessary for band class: instruments, method books, mouthpieces, etc. Textbooks/materials for other classes, gym clothes, and food/drink of any kind may not be stored in band lockers.

## BEFORE/AFTER SCHOOL HELP

The band room will be open at 8:15am on select days for the following:

- Playing test make-ups
- Extra help (auditions, honor band, all-state, etc.)
- Small-group coaching (Solo/Ensemble, Chamber Music, etc).

Students may sign up in advance in the band room to come for extra help. In order to help each student to the best of our ability, the sign-in sheet is short. Spots will fill quickly, so plan ahead. Waiting until the last minute to get help on test material will provide a negative result!

**The band room is open every day at 8:50am for additional practice. Students MAY NOT come to band room unless they are practicing.**

## HALL PASSES

Students must have a hall pass issued by a teacher any time they are out of class. **Students are not allowed out of class without an approved pass.** A pass from a staff member must be used to excuse a tardiness to class. A pattern of unexcused tardy offenses will earn administrative consequences.

## CONDUCT GRADES

A student's conduct grade is determined by behavior. A student's behavior should have no direct bearing on his/her academic grade. The following standards for determining conduct grades are used school wide.

Teacher teams incorporate these standards into their behavior management plans. Students must earn satisfactory conduct grades to earn honor roll status. All students are informed of this information at the beginning of the year. The following codes are the conduct grades earned on progress reports and report cards:

- S = Satisfactory**
- N = Needs Improvement**
- U = Unsatisfactory**

Students who earn at most two minor infractions and no discipline referrals within a class will earn a **"Satisfactory"** conduct grade. A **"Needs Improvement"** conduct grade will be earned when 3 or 4 minor infractions or a discipline referral is earned that does not earn suspension (ISS/OSS). An **"Unsatisfactory"** conduct grade will be earned when 5 or more minor infractions or a discipline referral is earned with a suspension consequence.

## ACADEMIC DISHONESTY

Students who cheat on a graded assignment/assessment which includes providing work to others and plagiarizing (using a writer's ideas without giving due credit) will earn a major infraction and a lower conduct grade. The student will have an opportunity to complete a replacement task during the assigned in-school suspension (ISS). This violation will earn an "Unsatisfactory" conduct grade for the respective class, and ineligibility for the current quarter's honor roll status. The exception will be homework assignments which will earn a minor infraction and receive no credit.



# Syllabus

## Awtrey Middle School

### 6<sup>th</sup> Grade Band

#### Standards:

- MSBB.CR.1 Improvise, compose, and arrange music within specified guidelines.
- MSBB.PR.1 Sing alone or with others.
- MSBB.PR.2 Perform on instruments through a varied repertoire of music, alone and with others.
- MSBB.PR.3 Read and identify elements of notated music.
- MSBB.RE.1 Listen to, analyze, and describe music.
- MSBB.RE.2 Respond to music and music performances of themselves and others.
- MSBB.CN.1 Understand relationships between music, other arts, other disciplines, varied contexts, and daily life.

- **Rules, Expectations, and Procedures**

- Materials
- Rehearsal Procedures
- Handbook Information

- **Keeping the Beat Activities**

- Different tempos

- **Clapping & Counting - Simple Rhythms in 4/4**

- Note & Rest Values: Whole, Half & Quarter. Eighth, Sixteenth

- **Aural Skills - Solfege**

- Call and Response, matching pitch, internalizing pitch

- **Instrument Introductions - Woodwind, Brass, Percussion**

- **Breathing in Band**

- In through the mouth, no tension
- Simple counts with visual of paper, finger, etc

- **Note Literacy**

- Reading Notes on a Staff
- Fingerings (instrument Specific)
- Introduction of Ledger Lines and extended range

- **Steps 1, 2, 3:**

- Good Posture
- Instrument Assembly for their Instrument, Instrument Technique, Embouchure, Tone

- **Basic Instrument Maintenance**

- **Learning to Perform Simple Songs/Pieces/Scales**

- **Performance Skills**

- Tone Quality
- Ensemble Balance
- Dynamics
- Basic Articulation - tonguing
- Basic Rhythm Reading of simple rhythms
- 4 major scales

# Awtrey Middle School

## 7<sup>th</sup> Grade Band

### Standards:

- MSIB.CR.1 Improvise, compose, and arrange music within specified guidelines.
- MSBB.PR.1 Sing alone or with others.
- MSBB.PR.2 Perform on instruments through a varied repertoire of music, alone and with others.
- MSBB.PR.3 Read and identify elements of notated music.
- MSBB.RE.1 Listen to, analyze, and describe music.
- MSIB.RE.2 Respond to music and music performances.
- MSBB.CN.1 Understand relationships between music, other arts, other disciplines, varied contexts, and daily life.

- **Rules, Expectations, and Procedures**

- Materials
- Rehearsal Procedures
- Handbook Information

- **Keeping the Beat Activities w/ instrument**

- Different tempos – farther varied in speed
- **Clapping & Counting AND Performing - Simple Rhythms in 4/4, 3/4, 2/4**
- Note & Rest Values: Whole, Half & Quarter. Eighth, Sixteenth, Dotted Rhythm
- Ties Values

- **Call and Response Skills**

- Playing Simple Patterns after hearing the pattern once or twice and being able to replicate

- **Breathing in Band**

- In through the mouth, no tension
- Simple counts with visual of paper, finger, etc

- **Note Literacy**

- Reading Notes on a Staff – more advanced
- Fingerings (instrument Specific) more extended and advanced range of instrument
- Extended range with better tone qualities on instrument

- **Advanced Instrument Maintenance**

- **Learning to Perform Intermediate Songs/Pieces/Scales**

- **Performance Skills**

- Tone Quality – continue to improve to maturity
- Ensemble Balance
- Intonation
- Blend
- Sonority
- Dynamics
- Articulations – staccato, legato, accent, marcato, slur
- Basic Rhythm Reading of simple rhythms to intermediate rhythms
- Sight Reading pieces of music and simple melodies
- 7 major scales

## Awtrey Middle School

### 8<sup>th</sup> Grade Band

#### Standards:

- MSAB.CR.1 Improvise, compose, and arrange music within specified guidelines.
- MSAB.PR.1 Sing alone or with others.
- MSAB.PR.2 Perform on instruments through a varied repertoire of music, alone and with others.
- MSAB.PR.3 Read and identify elements of notated music.
- MSAB.RE.1 Listen to, analyze, and describe music.
- MSAB.RE.2 Respond to music and music performances.
- MSBB.CN.1 Understand relationships between music, other arts, other disciplines, varied contexts, and daily life.

- **Rules, Expectations, and Procedures**

- Materials

- Rehearsal Procedures

- Handbook Information

- **Ritardandos, Accelerandos, Fermatas in the middle of the measure**

- Different tempos – followed by conductor

- **Performing - Simple Rhythms in 4/4, 3/4, 2/4, 6/8**

- Note & Rest Values: Whole, Half & Quarter, Eighth, Sixteenth, Dotted Rhythm

- Performance at sight of these rhythms, understanding time signatures and error detection

- **Call and Response Skills**

- Playing Simple Patterns after hearing the pattern once or twice and being able to replicate, more advanced

- **Breathing in Band**

- In through the mouth, no tension

- Simple counts with visual of paper, finger, etc

- **Note Literacy**

- Reading Notes on a Staff – more advanced

- Fingerings (instrument Specific) more extended and advanced range of instrument

- Extended range with better tone qualities on instrument

- **Advanced Instrument Maintenance**

- **Learning to Perform Intermediate Songs/Pieces/Scales**

- **Performance Skills**

- Tone Quality – continue to improve to maturity

- Ensemble Balance

- Intonation

- Blend

- Sonority

- Dynamics

- Articulations – staccato, legato, accent, marcato, slur

- Basic Rhythm Reading of simple rhythms to intermediate rhythms

- Sight Reading pieces of music and complexed melodies

- Mixed Meter Sight Reading

- 12 major scales

<b>PRINT STUDENT NAME:</b> _____
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<b>Period:</b> _____
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**\*\*\*Please return no later than Monday, August 28<sup>th</sup>\*\*\***

**Please CHECK BOX in this checklist:**

- Student and parent have reviewed the band handbook together (sent home via email/posted on CTLS Classroom – please email band directors if you did NOT receive the handbook)
- Student and parent understand the grading and conduct policies and expectations
- Student and parent have printed or put in important dates in smart device

**6<sup>th</sup> GRADE BAND STUDENTS:**

- I will have my 1-inch black binder with sheet protectors/5 set dividers/3 ring pencil pouch/method book, and my instrument by **Wednesday, August 16<sup>th</sup>**

**RETURNING BAND STUDENTS:**

- I will have my 1-inch black binder with sheet protectors/5 set dividers/3 ring pencil pouch and instrument by **Thursday, August 3<sup>rd</sup>**.

By signing this page of the band handbook we acknowledge that we have read and understand its content and have completed the checklist above.

\_\_\_\_\_  
Parent Name

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

\_\_\_\_\_  
Parent Signature

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

\_\_\_\_\_  
Period

Please scan QR to access Handbook!

<b><u>6<sup>th</sup> Grade Beginning Band Students:</u></b> Please have instruments and materials by <b>Wednesday, August 16<sup>th</sup>!</b>
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