

# Truckee

## High School



# Music Department

## Handbook

### 2024-2025



# Truckee High School Band

## Course Description Overview

**Symphonic Band and Wind Ensemble:** These are the core bands at Truckee High School. Symphonic Band intended primarily for Freshmen. Wind Ensemble is intended for Sophomores, Juniors, and Seniors. The two groups will combine with one another for concerts, and will rehearse together during Student Success Tuesday, Thursday, and some Wednesdays. *Membership in one of these groups is a prerequisite for membership in any of the other ensembles.* All students enrolled in Jazz Band, must also enroll in Symphonic Band or Wind Ensemble. The only exceptions will be made for irreconcilable scheduling conflicts (to be approved by the counselor).

**Jazz Bands:** Jazz Band is offered as an early-bird class. There are two jazz bands, Jazz Band 1 and Jazz Band 2. Jazz Band 1 is an auditioned group, but anyone can join Jazz Band 2. We meet daily prior to the beginning of school. The Jazz Bands will have many community based performances as well as concerts and festivals.

**Pep Band:** Pep Band will perform at the home football games and two to three basketball games each year. All Symphonic/Wind Ensemble students are required to attend the pep band games. If a student must miss a game, an excused absence form is required.

**Jazz Combo:** Jazz combo is an auditioned group, and will meet after school on Tuesdays, from 2:35 until 3:30. This group will perform at concerts, festivals, and community performances. It will have an emphasis on improvisation and will be mainly student run. If there is enough interest we may have a second Jazz Combo that would meet on Thursdays.

**Absenteeism Clause:** *Students who are chronically absent may be withheld from performances/trips at the discretion of the director. Please communicate with the director if a student will be frequently missing rehearsal.*

# Grading Policy

*Getting an A in band is easy if students come prepared to class on time, have a positive attitude, demonstrate that they have practiced outside of class, participate, and play at all scheduled performances. Gradebooks in Symphonic Band, Wind Ensemble, and Jazz Band will reset quarterly.*

## **For all groups the grading policy is as follows:**

50% = Concert Attendance (100 pts per quarter)

25% = Musicianship

25% = Participation (100 pts per quarter)

A+=100% (student will earn 15 additional Sousa points for each A+ earned)

A= 90-99%

B= 80-89%

C= 70-79%

D= 60-69%

F= Less than 60%

**Concert Attendance:** Arrive for each scheduled performance on time, in full uniform (if appropriate), and be prepared to play (have music, instrument, etc.). Excused absences from performances will be handled on an individual basis. Excused absence forms must be submitted and approved 1 week prior to the performance. If they are late, students will lose 4 points per school day late. *If any student has an unexcused absence from a performance they will automatically lose 50 points from their Concert Attendance grade. Also, points will be deducted for each component missing from the uniform (bow tie, black socks, wrong shoes, etc.).*

**Musicianship:** Musicianship grades will be determined through various assignments, skills tests, and playing tests. All playing tests will be graded on a 4 point scale. Students are expected to record and upload playing tests to the Google Classroom by Sunday night. Students may redo any playing test for a higher grade, only if they submitted their test via Google Classroom on time.

**Participation:** Students will earn full credit if they arrive to class on time, are ready to play on time, and participate in class. For every tardy, students will receive a 2 point deduction (out of 100 points). For every cut, students will receive a 5 point deduction. If a student refuses to play in class without a legitimate reason, they will receive a 10 point deduction. Students may also lose points for not having their music, instrument, or a pencil. Points may also be deducted for engaging in rude behavior, using excessive foul language, or disrespecting equipment and/or students. Points may be earned for demonstrating acts of kindness, consistently following expectations, or going above and beyond.

## **Extra Credit Opportunities:**

- 1.) Students may earn 10 extra credit participation points by attending approved concerts and other performances in the community, and writing a half page report, double spaced, on their experience. These concerts must be pre-approved by Mr. Steele.**
- 2.) Students may also earn 10 extra credit participation points by writing a 2 page, report, double spaced, on a teacher approved musician. Page one is to be a biography of the artist, and page two is a performance review (watch a Youtube clip of a performance and describe/review what you see/hear). There is no limit to the number of papers that may be submitted.**

## **Classroom Expectations and Procedures**

The focus of every day will be playing music. In order to be our best, there are some very specific expectations and procedures students and parents must be aware of. Please carefully review the below expectations.

### **Everyone is Important**

It is important to know that every student is important in our class, and this is the ONLY class where the actions/efforts of others directly impacts the learning and experience of everybody else. When we play and rehearse music, we do it together. Therefore every time somebody is absent, misses an instruction, doesn't play when asked, isn't ready on time, doesn't have their music, doesn't use their pencil to make corrections in their parts, or doesn't give their best effort, it *negatively affects EVERYONE*. On the other hand, every minute spent practicing, helping a classmate, being prepared for class, asking questions, marking corrections in your part with a pencil, and being engaged, focused, and attentive, *positively affects EVERYONE*. Most students enrolled in band want to play music, have a fun positive experience, and strive for musical excellence, so please recognize how important your role is in our collective pursuit of this, and give your best effort each day. Everybody else's experience depends on it.

### **Cell Phones, Attendance, and Daily Procedures**

When students enter the classroom the first thing they should do is drop their cell phone in the numbered phone caddy. The caddy numbers align with the roll sheets. Attendance will be taken one minute after the bell rings based on phones being in their numbered slots in the caddy. If a phone is not in the caddy when roll is taken, students will be marked absent. If students put phones in late, they will be marked tardy. If students do not have a phone that day, or do not have one period, let Mr. Steele know and attendance will be adjusted accordingly. Phones are to remain in the caddy for the duration of class, INCLUDING silent reading time. After phones have been placed in the caddy, students have 5 minutes to get their instrument out, get their music ready, have a pencil on their stand, and warm-up. Mr. Steele will take the podium 5 minutes after the tardy bell rings, and students who are not ready to play at that time will lose 5 participation points for the day.

### **Practice Rooms and Lockers**

We are lucky to have three practice rooms available to students. These rooms must be kept clean, and free of personal belongings. Failure to do so will result in the rooms being locked. Students who wish to practice, will take precedence over any other use of the rooms. Every student will be assigned an individual bandroom locker. Students are to store their music, instrument, and any personal items in their locker. Items that are left out in the band room or in practice rooms will be confiscated.

### **Bathroom Passes and Hall Passes**

Students must ask permission to leave the classroom for any reason, and no student will be allowed to leave class during the 1st or last 15 minutes (schoolwide policy). Only one student may go to the bathroom at a time. They must take the bathroom pass, and use the nearest

available bathroom. Up to 3 students may be excused at a time on a purple pass for trips to the library or otherwise.

### **Classroom Expectations and Progressive Discipline Plan**

Failure to observe the eight clearly outlined expectations below will result in implementation of the progressive discipline plan below.

<ol style="list-style-type: none"><li><b>1. Be respectful of people and property. Treat them with care.</b></li><li><b>2. Be prepared: Have music, instrument, and pencil ready on time.</b></li><li><b>3. No food or drink during class, except water (including percussionists).</b></li></ol>	<ol style="list-style-type: none"><li><b>4. Be quiet when someone else is speaking/playing. Raise your hand to speak.</b></li><li><b>5. Ask permission to leave class. You must take bathroom pass or signed purple slip.</b></li><li><b>6. Cell phones and other technology are not allowed unless granted permission by the instructor.</b></li></ol>	<ol style="list-style-type: none"><li><b>7. When the teacher is on the podium the focus of all is playing music. Time to be quiet and listen.</b></li><li><b>8. Use a folder and locker to hold your music. Do not leave music laying around the room. It will be confiscated if left out.</b></li></ol>
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#### Progressive Discipline Plan

**1st offense:** Verbal Warning

**2nd offense:** Student Check-In with Mr. Steele in office

**3rd offense:** Student Check-In and contact parents

**4th offense:** Discipline Referral

## **Trips**

On occasion the band will take trips. Students must turn in a teacher/parent signed permission slip in advance. If students do not submit the permission slip prior to departure they will not be allowed to participate in the trip. All school rules will be enforced on tour, as well as a strict curfew. If students violate the curfew they will lose 50 points from their participation grade. If students are found to be in the possession or under the influence of drugs, alcohol, or weapons their parents will be called and they will be immediately picked up. Students will be subject to any school related consequences.

## **Communication**

Email is the primary form of communication with parents and students (school address only). Students will be encouraged to sign up to receive texts from the Remind app. I will use email/Remind for communication regarding performances, changes of schedule, and other things to be aware of. Feel free to routinely email me for any questions, comments, or concerns you may have and I will do my best to respond in a timely manner. Sometimes emails get away from me, so if I do not respond within 24 hours feel free to send me a reminder.

## **Instruments and Supplies**

Students are encouraged to get their own instruments, whether through a rent-to-own program or otherwise. Truckee HS has a limited instrument inventory that we can check-out to students if needed. There is a \$75 suggested donation for the use of a school owned instrument for the year, which goes towards repair costs. Students should be responsible for purchasing their own reeds, valve oil, slide grease, sticks, cleaning supplies, and any other additional necessary supplies. Reeds, valve oil, and other supplies will be provided to students in cases of need, but please do not rely solely on the school inventory for your instrument and supplies if possible. **If students mistreat instruments and damage occurs, parents/students will be asked to help pay for the cost of repairs.**

## **Departments Awards and Sousa Points**

At the end of each school year students will be required to submit an itemized list of points earned through the year. This list will be reviewed by the Director, and the appropriate number of points will be awarded to each student. Any dispute in regards to the number of points awarded will be handled on a case-by-case basis by the Director. Recognition and distribution of the awards will be honored at the Awards Ceremony. Below is a sample Sousa point sheet that students can use to keep track of their points throughout the year. Look over the sheet, as some of the points values have changed.

## Sousa Point Tally Sheet

*All point totals will be reviewed. Adjustments may be made, and are solely up to the discretion of the music teacher.*

<b>Activity</b>	<b>Points</b>	<b>Points Earned</b>
Symphonic/Concert Band	100 (50 pts per semester)	_____
Jazz Band	90 (45 pts per semester)	_____
Combo	45	_____
Pep Band	10 (per performance)	_____
 Honor Bands (circle honor bands attended)		
CBDA All-State:	90	_____
Region V, Cap, NorCal:	30, 75, 75 (respectively)	_____
 Department Assistants		
Band TA	up to 50 pts (25 per quarter)	_____
Student Director	50 pts	_____
Assistant Drum Major	50 pts	_____
Library/Equipment/Lighting/Sound(for band)	up to 25 pts	_____
 Student Council (point totals contingent upon involvement)		
President	50	_____
Vice President	35	_____
Secretary/Treasurer	30	_____
Poster Designer	30	_____
Class Representatives/Activity Coordinator	up to 25 (depending on involvement)	_____
 Additional Performances and Special Circumstances ( <b>list performances below</b> )		
1260 Club, 1230 Club	20, 40	_____
Community Service Performance (up to 50 pts):	10 (per performance not paid)	_____
Recital, including Rotary and Talent Show (up to 50 pts):	10 (per performance)	_____
Performed Composition:	15 (not repeatable)	_____
Special Trip Goodwill Performances (tour jazz/concert):	10 (per performance)	_____
Outstanding Soloist/Performance Award:	10 (per award)	_____

\*\*festivals, community performances, and school concerts do not count, as they are part of the required coursework

List performances here:

**SUBTOTAL** (this page)

\_\_\_\_\_



Other: List positive contributions made to the music department, and request a fair amount of points. Mr. Steele may award more or less points depending on the effort and commitment put forth. Unpaid private lessons will result in 3 pts per lesson given, *up to 50 pts a year*. Volunteering to work the snack shack or tree lot, is worth 10 points. Performing a homemade instrument is up to 15 points (not repeatable). 20 points for any non-school related band camp you have attended (drum major camp, Donner Mine, Cazadero, etc.) Participation in an established non-school band (RYJO, Reno Youth Orchestra) is 30 points a year. Each A+ earned is 15 points (Jazz/Symphonic----1st-3rd quarters. Progress reports do not count).

**Explanation:**

**Points Requested**

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**DEGREES AWARDED**

**TOTAL POINTS THIS YEAR**

(other page total, plus this page)

- Sousa Award (2 per year max. Tiebreaker=point total) 2000 points
- DaCapo Award 1600 points
- Gold Degree 1200 points
- Silver Degree 800 points
- Bronze Degree 400 points

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**PREVIOUSLY EARNED POINTS (Mr. Steele has a record):** \_\_\_\_\_

**COMPOSITE POINTS (POINTS THIS YEAR+PREVIOUSLY EARNED POINTS)=** \_\_\_\_\_

**DEGREE(S) EARNED:** \_\_\_\_\_

**THS Music Department Parent and Student Agreement for 2024-2025**

**Due Friday, 8/30. 10 points on time, 8 points if one day late, 5 points if two or more days late**

Please complete this form, sign, date, and turn into Mr. Steele. Correspondence for the year will be established using this information. Parents, please provide ALL email addresses you wish to use for band related information and communication. Please include both parent email addresses (if applicable) and anyone else who needs to be on the contact list.

Parents, please keep the attached calendar for the year, as well as the excused absence forms (remember, one week advanced notice required for any absence from a performance).

*If parents wish to join student Remind Text lists you may add yourself using the info provided below. It is not required, but will help keep you informed of schedule changes, reminders, snow days, call times, etc.*

*Jazz Band text list: Send a text to 81010 with this message: @d4a884*

*Symphonic/Wind Ensemble text list: Send a text to 81010 with this message: @cb26ba*

*Please fill in the contact information below (as legibly as possible):*

Preferred phone number to call parents: \_\_\_\_\_

Secondary phone number to call parents: \_\_\_\_\_

Preferred email for parents: \_\_\_\_\_

Secondary email for parents: \_\_\_\_\_

I \_\_\_\_\_, and \_\_\_\_\_

(print full parent name)

(print full student name)

have read, understand, and agree to adhere to the information contained in this handbook for participation in the THS Music Department, including the grading policy, the awards system, excused performance absence protocol, and the guidelines for conduct while on a trip/tour.

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

Date: \_\_\_\_\_

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

Date: \_\_\_\_\_