

**\*THIS HANDBOOK WILL NEED TO REMAIN IN STUDENT'S BAND BINDER FOR THE ENTIRE SCHOOL YEAR (PLACE IT RIGHT BEFORE THE 1<sup>st</sup> DIVIDER). Also, Band Students there is a quiz to be filled out at the end of this handbook. Quiz and Information Sheet Due By Friday, August 18<sup>th</sup>.\***

## Windy Ridge 5<sup>th</sup>-8<sup>th</sup> Grade Band Handbook 2017-2018

☺ **Welcome to Band with Miss Jaques!** ☺

I am very excited to have you in my class and am looking forward to a fun filled year! To make sure that we have a successful year there are a few things that we need to go over. Please make sure to read over all of these items (parent/guardian and student) and then fill out the last page (information sheet & student quiz). The last page needs to be turned into your class' bin no later than Friday, August 18<sup>th</sup>.

Also, ALL money turned into Miss Jaques needs to be put in an envelope (there are some in Miss Jaques' class in the GREEN container by the practice rooms) and clearly marked with: Student's Name, how much money is in envelope, and what the money is for.

### **1) Band Supply Fee & Band T-Shirt (Miss Jaques will sign here when you turn in \_\_\_\_\_):**

To pay for our daily materials needed in the band classroom, materials needed to make our concert programs, concert decorations, and music assessment fees the Windy Ridge Band Program asks that each student pay a \$25.00 Band Supply Fee. This supply fee is GREATLY appreciated and without it I don't know what we would do. The \$25.00 supply fee is due by Wednesday, August 30<sup>th</sup> and can be paid in cash or a check made out to Windy Ridge (if you need more time or are unable to afford this fee please fill out the Financial Help Form that can be found on Miss Jaques' website or in the green container by the practice rooms).



BONUS BAND (1<sup>st</sup> Period Middle School Students) it is MANDATORY that you have this shirt.

If you would like to order a Windy Ridge Band T-Shirt please add \$10.00 to your Band Supply Fee (total of \$35.00 then). The above picture is our Band T-shirt Design (Black T-shirt with White & Blue Colored Font) and they can be ordered in Youth Medium, Youth Large, Adult Small, Adult Medium, Adult Large, Adult Extra Large, Adult 2XL, Adult 3XL, Adult 4XL, and Adult 5 XL. If you are a parent, guardian, and/or a student that just wants an extra one you may order additional t-shirts just add an additional \$10.00 for each shirt.

### **2) Supplies (please color with your color pencil each item that you have- to make sure you have every supply):**

For students to be successful in band it is very important that they have the correct supplies. Students will be graded daily on having their supplies and will not be able to play (would pretend) on an instrument unless they have these supplies on a daily basis:

- ★ 1" hard cover black binder (no writing or stickers on the outside covers of the binder)
- ★ 5 pack any type of dividers (labeled clearly: 1<sup>st</sup> tab= LGs, 2<sup>nd</sup> tab= WAs (Written Assignments), 3<sup>rd</sup> tab= Warm-Ups, 4<sup>th</sup> tab= Music, and 5<sup>th</sup> tab= Concert)
- ★ 1 pack any size loose leaf paper and go ahead and put about 20 sheets behind the WAs/2<sup>nd</sup> divider (the rest of it keep it in your locker or in a safe place for future use)
- ★ Pencil pouch with 3 holes in it so it can be put in the binder
- ★ Inside pencil pouch: at least 5 pencils (**MECHANICAL PREFERRED**), 5 color pencils (**ERASABLE PREFERRED**), and a back-up reed if you are a reed player
- ★ **Center Pitch CP10 Mini TUNER** (Percussion does NOT need this), unless you are unable to afford (would need a note)---can be purchased on own or turn in \$22.50 **IN CASH** to Miss Jaques by Friday August 18<sup>th</sup> (must be cash because Miss Jaques is going to order online with her credit card). If looking to purchase on your own Miss Jaques currently sees it on Amazon and www.wbw.com.
- ★ **NEW TO BAND STUDENTS**--- a package of Wet Ones (or generic brand) antibacterial wipes (will be used to disinfect instruments)
- ★ Optional---**combination** lock (needs to be the regular full size to fit locker and **CANNOT** be a key lock)
- ★ Instrument supplies (see below)

### BONUS BAND (Middle School 1<sup>st</sup> Period Students):

- ★ You are going to need 2 BINDERS (1 for Bonus & 1 for your other Band Class). Each binder needs the exact same supplies in it except the dividers for BONUS will be labeled differently. They will need to be labeled: 1<sup>st</sup> tab= LGs, 2<sup>nd</sup> tab= FUN, 3<sup>rd</sup> tab= SPOOKY, 4<sup>th</sup> tab= S&E, and 5<sup>th</sup> tab= CONCERTS

Please fill out Miss Jaques' Financial Help Form if any financial concerns arise  
(on website or in class in the GREEN container by the practice rooms). ☺

### Instrument Supplies (Returning band students need these supplies by Friday, August 18<sup>th</sup> and new to band students need these supplies by Friday, September 8<sup>th</sup>):

#### Flute

- A Flute
- Accent on Achievement Book 1
- Flute Rod
- Cleaning cloth  
(can be made from a cotton t-shirt or handkerchief)

#### Oboe & Bassoon

- An Oboe or Bassoon
- Accent on Achievement Book 1
- At least 2 good medium sized reeds at all times
- Cork grease
- Small plastic canister (like an old Tylenol bottle-used to moisten reed)
- Cleaning swab

#### Clarinets (Regular or Bass)

- A Clarinet
- Accent on Achievement Book 1
- Mouthpiece
- Ligature (holds the reed on the mouthpiece)
- At least 2 good reeds at all times  
(Beginners size 2  $\frac{1}{2}$  and Experienced at least size 3)
- Cork grease
- Cleaning swab

#### Saxophones

- A Saxophone
- Accent on Achievement Book 1
- Mouthpiece
- Ligature (holds the reed on the mouthpiece)
- At least 2 good reeds at all times  
(Beginners size 2  $\frac{1}{2}$  and Experienced at least size 3)
- Cork grease
- Neck strap (harness for the Bari sax)
- Cleaning swab

#### Trumpet, French Horn, Euphonium & Tuba

- A Trumpet, French Horn, Euphonium, or Tuba
- Accent on Achievement Book 1
- Valve Oil
- Slide Grease
- Cleaning cloth (can be made from a t-shirt, a handkerchief, or a wash cloth)

#### Trombone

- A Trombone
- Accent on Achievement Book 1
- Mouthpiece
- Slide grease or slide oil
- Trombone cream
- Cleaning cloth (can be made from a t-shirt, handkerchief, or wash cloth)

#### Percussion

- Snare & Bell Kit (will be bringing to school every day)
- Accent on Achievement Book 1 for Combined Percussion
- Stick bag (any design/any style)
- Snare sticks (size SD1, 5A, or 5B)
- Bell mallets
- Timpani mallets (size general)
- Drum pad

### 3) Instruments:

Windy Ridge has a small inventory of instruments, but these instruments may be shared with other band students (sharing would take place between students in different band periods). It is in the best interest for all band students to rent to own or purchase an instrument from a music store. Students that acquire an instrument from a music store will be guaranteed to have a well-working instrument that they do not have to share. Many music stores offer a rent to own program, which means making little payments monthly with eventually owning the instrument.

Approximate rent to own monthly costs from a music store:

Flute, Clarinet, Trumpet, Trombone, & Snare/Bell Combo: approx. \$26.00 per month

Oboe or Alto Sax: approx. \$44.00 per month

Bass Clarinet, Tenor Sax, French Horn, or Euphonium: approx. \$71.00 per month

Also, Miss Jaques can only recommend renting/purchasing an instrument from a music store. If an instrument is rented/purchased from a music store then it can be repaired. There are a lot of "cheaper" instruments out there that once they are broke they CANNOT be fixed, which leads to a useless instrument. Also, sometimes instruments that are not from a music store will not play correctly making it very, very hard for your child to learn how to play and to sound good. If you have any questions about renting/purchasing an instrument please feel free to contact Miss Jaques.

Here are some music stores for options that Miss Jaques can recommend:

<b>Allegro Music</b> 1042 State Road 436 Casselberry, FL 32707 (407) 830-5856	<b>Band Room (if you call they will deliver to Windy Ridge for FREE!!!- just pay using a credit/debit card and they make weekly deliveries to Windy Ridge every Friday)</b> <a href="http://BandRoomOrlando.com">http://BandRoomOrlando.com</a> 3233 Curry Ford Rd Orlando, FL 32806 (407) 897-7080	<b>Music &amp; Arts</b> <a href="http://www.musicarts.com">http://www.musicarts.com</a> 4676 Millenia Plaza Way Orlando, FL 32839 (407) 345-0544	<b>Sam Ash</b> <a href="http://www.samash.com">www.samash.com</a> 4644 E. Colonial Drive or a store on Lee Road Orlando, FL 32803 (407)896-5508
---	---	--	---

### Renting an Instrument from Windy Ridge (Miss Jaques will sign here if you are using a school instrument and have paid your \$75 \_\_\_\_\_):

If your child plays the Bass Clarinet, Tenor Saxophone, Baritone Saxophone, French Horn, Bassoon, Euphonium, Tuba or Percussion Windy Ridge does have a small inventory of school instruments that your child can use (again, they may have to share with other band students).

With renting a school owned instrument, students are still responsible for the care and maintenance of the instrument that they are using. An instrument usage agreement form must be completed to protect the rights of the student and the Windy Ridge Band Program. Once the instrument is checked out to a student, the instrument becomes their responsibility. This also includes theft and destruction of the instrument. If the instrument is damaged, even if it is accidental, **the student is responsible for the cost of the repairs to put the instrument back into its original condition.** Damaged school owned instruments need to be brought to the immediate attention of Miss Jaques (especially if you are sharing with other band students).

The donation fee for renting a school owned instrument is used to cover the cost of regular maintenance that is caused by normal use. The donation fee to cover this maintenance for the 2017-2018 school year is \$75.00 for the school year and is due by Friday, September 8<sup>th</sup> (you will receive a receipt-can be cash or check made out to Windy Ridge and in the **check memo please put your child's name & BAND**). This donation fee will cover the cost of regular maintenance that is needed for the instrument, it will not cover damage caused by a student. Students using a school instrument will not be able to take home the instrument until the \$75 (or financial help form) and instrument usage agreement form is turned in. Also, students will get to choose the school instrument they would prefer to use based on the order they turn in their \$75 (or financial help form) and instrument usage agreement form).

The Windy Ridge Band would like to have all interested students involved in the Band program regardless of finances available. Please contact Miss Jaques with any concerns that may arise or fill out the Financial Help Form if more time is needed or additional help is needed.

### 4) Band Classroom Expectations:

- Be Responsible (having all Band supplies daily, keeping the band room clean and organized, not touching instruments that don't belong to me, and putting away all food, drinks, candy, and gum in garbage or bag **before** entering the band room)
- Always Participate
- Never Give Up
- Demand Our Best! (OUR = Team/Helping all our classmates and fellow band students)

### 5) Grading:

#### 40% of a Student's Grade is Practice (their only homework):

To be successful in band one MUST practice. ☺ If a student practices they will easily earn a good grade in all grading categories. Each band student is required to practice at least 60 minutes a week. This is the only homework students will receive in band.

To complete their practice time, students are allowed to take home their instrument and practice or they are able to attend an after school practice with Miss Jaques. Starting the 2<sup>nd</sup> week of school (August 21<sup>st</sup>) students may stay after school any Monday from 3:00 pm - 5:00 pm (unfortunately, students cannot leave early). If students stay for the after school practice they will need to be picked up at 5:00 pm sharp in the car rider loop. *Please be considerate of Miss Jaques' time, especially since she lives 45 minutes away (if your child is picked up more than 3 times late they will not be allowed to stay for all future after school band practices).*

### **30% of a Student's Grade is Participation:**

Students earn 100 points a day for participation. This includes having all supplies, always trying, participating in a positive manner, completing in-class activities, and always getting better with their playing.

### **20% of a Student's Grade are Assessments:**

Students will have a weekly written and/or playing assessment every Friday (Thursday for one 5<sup>th</sup> grade group). These quizzes will be posted every Monday in the classroom and Miss Jaques will also post them on her website the previous Friday (<http://teacherpress.ocps.net/LindiJaques/assessments>).

### **10% of a Student's Grade are in-class Written Assignments and/or LG Worksheets:**

These assignments are to be completed during class time when Miss Jaques is working with another section and include, but are not limited to, Learning Goal Worksheets, Rhythm Worksheets, Music Theory Worksheets, Notes, and etc..

### **Concerts (when they occur, they will be a part of the practice grading category):**

The most fun part about band are the concerts! Since a student works so hard to be able to perform at a concert, it is mandatory that all band students attend every concert. Also, for each student to feel proud of their accomplishments it is very important that at least 1 family member attends each concert. To help plan out your schedule please make sure to look over the calendar section in this handbook to plan accordingly.

#### **Band Concert Uniform:**

- ★ Long Sleeved Button Down White Dress Shirt that has a COLLAR (tuxedo shirt works the best and can be found relatively cheap at Burlington Coat Factory—GIRLS look in the boy's department if you can't find one)
- ★ Long Black Dress Pants
- ★ Black Socks or Black Stockings
- ★ Black Dress Shoes

#### **Symphonic Band ONLY:**

- ★ Blue cummerbund and blue bow tie (Miss Jaques will be sending home an order form)

#### **Bonus Band ONLY:**

For our informal performances:

- ★ Windy Ridge Band T-Shirt
- ★ Blue/Black Jeans
- ★ Closed toe shoes

In the event of an emergency on the day of a performance/concert, a parent/guardian must contact Miss Jaques (407-296-5100 ext.4102228) as soon as possible (must be before the Performance/Concert starts).

Any student who must miss a Concert, for whatever reason, will be required to complete an alternative assignment.

## **6) Band Newsletter, Band Website, and Contact Information:**

Miss Jaques has many fun filled events planned for this year. To make sure that you are kept up to date Miss Jaques will be sending home a Band Newsletter every month. These Band Newsletters will always be given to your child, e-mailed to all parents/guardians that provide their e-mail address, and will be posted on Miss Jaques' website (<http://teacherpress.ocps.net/LindiJaques/newslettershandouts>).

Also make sure to check Miss Jaques' website on a regular basis. Miss Jaques will post all important items on this site and updates it at least every FRIDAY. This website also has links to music sites that can help your child's progress with music. ©

In addition to the newsletter and website Miss Jaques will be trying a new reminder app that lets her send out reminders that you can receive through texts or e-mail.

If at any time you have any questions or concerns please feel free to contact Miss Jaques:

**Website:** <http://teacherpress.ocps.net/LindiJaques> **E-Mail:** [Lindi.Jaques@ocps.net](mailto:Lindi.Jaques@ocps.net) **Phone Number:** 407-296-5100 ext.4104228

Please also remember that if you are having financial burdens and need extra time or help with getting any band supply please contact Miss Jaques.

## 7) Band Calendar

### Every Monday (starting 2<sup>nd</sup> week of school-August 21<sup>st</sup>):

\*ANY band student can practice after school till 5:00 pm (do not have to come every Monday and have to be picked up in the FIRST CAR RIDER LOOP no later than 5:00 pm---unfortunately, cannot leave early). If there is no school on a Monday, this practice will occur on Tuesday for that week.

### Every Friday (Thursday for one 5<sup>th</sup> grade group):

\*Practice Proof is due (60 minutes a week) starting Friday, August 25<sup>th</sup> (Thursday, August 24<sup>th</sup> for one 5<sup>th</sup> grade group)

\*Playing and/or written assessment(s) (these are always posted on Miss Jaques' website and on the board in the classroom)

### August:

14: School Starts

18: Last page of Band Handbook due

Tuner \$22.50 in cash due if you want Miss Jaques to order your tuner

Returning to band students ALL band supplies due

BONUS BAND (1<sup>st</sup> Period) stay after school to set-up classroom till 4:30 pm (Miss Jaques will bring snacks ☺)

21: After school optional Monday practices begin (till 5:00 pm)

30: \$25.00 Band Supply Fee Due cash or check (made out to Windy Ridge) and \$10 for each band t-shirt ordering

### September:

4: No School

7: Band Question/Instrument Rental Night- stop by any time between 5:30-6:30 pm from the side entrance to the band room- Miss Jaques will be available for questions and music stores Band Room and Music Shack will be there if interested in getting an instrument and/or instrument supplies

8: New to band ALL band supplies due

If using a school instrument \$75.00 Instrument Rental Donation Fee Due cash or check (made out to Windy Ridge)

### October:

13: End of 1<sup>st</sup> 9 Weeks

16: Students No School

19: 1<sup>st</sup> 9 weeks Superior Party (invite required)

26: Bonus Band & ALL 8<sup>th</sup> Grade Band Students MANDATORY Middle School Football Night at Olympia High School (time T.B.A., but will have to have transportation to and from Olympia High School)

27: No School

31: Bonus Band School Spooky Concert in the morning and during my 4<sup>th</sup> & 5<sup>th</sup> grade bands. Arrive in costume at 7:30 am.

### November:

T.B.A.: Bonus Band Blue Man Group Field Trip

20-24: No School

### December:

NO AFTER SCHOOL PRACTICES UNTIL FEBRUARY (Concert is done and in January there are conflicts with 2 music events Miss Jaques has to attend and days off)

6: Bonus Band- after school setting-up/decorating for concert till 6:00 pm (Actors/Actresses will need to stay till 7:00 pm)

7: Bonus Band-FREE PIZZA Dinner-stay after school and stay till 7:30 pm (helping with 4<sup>th</sup> grade band concert)

8: Winter Concert at Windy Ridge Cafeteria (MANDATORY FOR ALL BAND STUDENTS)

Students must be in concert uniform in the band room by 5:30 pm (students are allowed to stay after school if no transportation is possible)

Start time of concert is 6:00 pm and end time of concert is approximately 7:00 pm

14: 2<sup>nd</sup> 9 weeks Superior Party (invite required)

21: End of 2<sup>nd</sup> 9 weeks

22-Jan.7: No School

### January:

REMINDER NO AFTER SCHOOL PRACTICES UNTIL FEBRUARY

15: Student's No School

**February:**

16-17: Bonus Band Students- MANDATORY Solo & Ensemble at Freedom High School (Exact day & times T.B.A.)  
19: No School

**March:**

1: Bonus Band field trip to High School MPA competition at Olympia High School (will take a school bus there, but will need to be picked up at Olympia High School---time T.B.A.)  
8-10: **Symphonic Band Students keep all of these dates open for MPA competition at an OCPS High School (exact location, date, and time T.B.A.)**  
15: End of 3<sup>rd</sup> 9 Weeks  
16: Student's No School  
19-23: Spring Break  
29: 3<sup>rd</sup> 9 weeks Superior Party (invite required)

**April:**

T.B.A. or a date in May: **Middle School Band Positive Worker Field Trip to Animal Kingdom ☺**

**May:**

2: Bonus Band- after school setting-up/decorating for concert till 6:00 pm (Actors/Actress till 7:00 pm)  
3: Bonus Band- FREE PIZZA DINNER-stay after school till 7:30 pm to help with 4<sup>th</sup> grade band concert  
4: **Band Concert music from Favorite Movies in Windy Ridge Cafeteria (MANDATORY FOR ALL BAND STUDENTS)**  
Students must be in concert uniform in the band room by 5:30 pm (students are allowed to stay after school if no transportation is possible)  
Start time of concert is 6:00 pm and end time of concert is approximately 7:00 pm  
24: 4<sup>th</sup> 9 weeks Superior Party (invite required)  
28: No School  
30: Last day of school

*All dates are subject to change. Students will receive notice of all changes.*

Please detach and return to Miss Jaques by Friday, August 18<sup>th</sup>

## Information & Consent Form

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Band Student's B-Day: \_\_\_\_\_

5<sup>th</sup> Graders- 5<sup>th</sup> Grade Teacher Name: \_\_\_\_\_

### Contact #1:

Name: \_\_\_\_\_ Relationship to Student: \_\_\_\_\_

Contact Number(s): \_\_\_\_\_ Would this number like to receive reminder texts (yes or no)? \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Would this email like to receive band e-mails (yes or no)? \_\_\_\_\_

### Contact #2:

Name: \_\_\_\_\_ Relationship to Student: \_\_\_\_\_

Contact Number(s): \_\_\_\_\_ Would this number like to receive reminder texts (yes or no)? \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Would this email like to receive band e-mails (yes or no)? \_\_\_\_\_

**\*\*With regards to text question above. There is an app that allows Miss Jaques to send reminder texts to a class period. These would only occur for important upcoming band dates that relate to your child's band class. Also, if you are okay with your child receiving these reminder texts please list their cell phone number below. \*\***

### Parental Consent for Photographs/Videotaping

Miss Jaques is planning several educational activities/performances throughout the school year. I grant permission for the student named above to participate in all Windy Ridge Band Department activities from August 14<sup>th</sup>, 2017 through May 30<sup>th</sup>, 2018. I also understand that my student may be photographed/videotaped in conjunction with these activities for educational/publicity purposes.

### Rehearsal/Concert Agreement

The success of any music program is dependent on teamwork, with each student completing his/her assigned task. Following is a quote from the Orange County Public Schools' course descriptions for performance-oriented classes. "As a co-curricular performance-oriented activity, attendance is required for rehearsals and performances beyond regular school hours."

These include but are not limited to:

Music Performance Assessments (Symphonic Band), Concerts (2 school concerts a year), performances for community, school, etc., and rehearsals as required

**It is understood that attendance at these functions are mandatory, and an unexcused absence may result in lowering the student's grade.** Exceptions to this policy are:

- Religious holidays
- Disabled students whose disability prohibits participation
- Documented illness
- Family emergency (approved by School Administration or Miss Jaques)

I also understand that to have a successful Band Program students must always practice, participate in a positive manner, and be present during in-class time instruction to make sure that students are aware of all details relating to all band events. In the case of a student not participating correctly or missing class time (due to excused or unexcused absences and also includes any school suspensions) Miss Jaques may need to not have your child participate in band events.

I have received a copy of "Windy Ridge 5<sup>th</sup>-8<sup>th</sup> Grade Band Handbook 2017-2018." I understand all items discussed and understand that if any conflicts arise I will make sure to contact Miss Jaques as soon as possible. I acknowledge that I will be held accountable for all information contained within this handout.

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

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

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

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

**BAND STUDENT FILL OUT ANSWERS FOR A 100 POINT GRADE**

Do not have to answer in complete sentences

1. What is your Band Teacher's Name (spelling counts)? \_\_\_\_\_
2. Where should the Band Handbook be kept for the school year? \_\_\_\_\_
3. When is this last page of the Band Handbook due for a 100 point grade? \_\_\_\_\_
4. How much is the Band Supply Fee and when is it due? \_\_\_\_\_
5. If you are unable to afford the Band Supply Fee or anything with regards to Band what do you do? \_\_\_\_\_  
\_\_\_\_\_
6. How much is a Band T-Shirt and when is the money due? \_\_\_\_\_
7. What group has to have a Band T-shirt? \_\_\_\_\_
8. What were you supposed to do on your Band Handbook to make sure you have every needed supply? \_\_\_\_\_  
\_\_\_\_\_
9. If you want Miss Jaques to order your Center Pitch Tuner what do you do? \_\_\_\_\_  
\_\_\_\_\_
10. What Band Students have to have 2 Band Binders? \_\_\_\_\_
11. Name the exact instrument supplies you need for your instrument:
12. If you do not want to share an instrument what do you do? \_\_\_\_\_  
\_\_\_\_\_
13. What music store comes to Windy Ridge every Friday, so if you want to order your supplies over the phone/website they can then be delivered to the school? \_\_\_\_\_  
\_\_\_\_\_
14. If you use a school instrument why do you have to pay \$75.00? \_\_\_\_\_  
\_\_\_\_\_
15. What are our 4 Band Expectations/Rules?
16. What is your band homework and how often/how much do you have to do? \_\_\_\_\_  
\_\_\_\_\_
17. Besides homework, how else are you graded in band? \_\_\_\_\_  
\_\_\_\_\_
18. What is your Band Concert Uniform?
19. What is the address for Miss Jaques' website and when does she update it? \_\_\_\_\_  
\_\_\_\_\_
20. What are the 2 Concert Dates that are MANDATORY? \_\_\_\_\_  
\_\_\_\_\_