

# BMS Orchestra/Flute Handbook 2017–18



*In order to insure you receive all communication and assignments for your ensemble, please promptly do the following:*

1. **Subscribe/update profile at [www.baymusicboosters.com](http://www.baymusicboosters.com)**
2. **Sign up for Remind in order to receive important texts/e-mails:**

5th Grade String Parents: [www.remind.com/join/5stringbms](http://www.remind.com/join/5stringbms)

5th Grade Flute Parents: [www.remind.com/join/5flutebms](http://www.remind.com/join/5flutebms)

6th Grade String Parents: [www.remind.com/join/6stringbms](http://www.remind.com/join/6stringbms)

8th Grade String Parents: [www.remind.com/join/8stringbms](http://www.remind.com/join/8stringbms)

8th Grade String STUDENTS: [www.remind.com/join/bms8string](http://www.remind.com/join/bms8string)

3. **Sign up for Google Classroom (6th & 8th Grade):**

Go to [www.classroom.google.com](http://www.classroom.google.com), sign in to your SCHOOL gmail account. Click on the “+” sign to join a class; enter Class Code:

8th Grade class code: **qk581bj**

6th Grade class code: **yywobn**

Find this info with active links and many more resources at  
**[www.bayorchestra.com](http://www.bayorchestra.com)**



**Mrs. Carrie Singler, Director**  
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**[twitter.com/@bayorchestra](https://twitter.com/@bayorchestra)**  
**[www.facebook.com/bayorchestra.BayVillage](http://www.facebook.com/bayorchestra.BayVillage)**

## **I. INTRODUCTION**

The purpose of this handbook is to eliminate student misunderstanding and/or misconduct by providing a reference for all orchestra policies. It is imperative that **every** student read this document and understands these procedures.

## **II. STUDENT CONDUCT**

### **A. Expectations**

1. Be on Time
2. Have Your Instrument, Music, and Accessories
3. Be Quiet and Attentive – **NO CELL PHONE or other electronic device may be in use after the bell rings except when given specific permission by the teacher.**
4. Show a Willingness to Try

### **B. Consequences**

Well-disciplined and efficient rehearsals are crucial to our success. Inattentive behavior, disrespect to directors, and excessive talking during rehearsals contribute to negative results and wasted time. Therefore, these actions will result in a student-teacher conference and one or more of the following:

1. “Drop and Give Me Twenty” 20-Minute Musical Calisthenics Session. Failure to serve will result in a detention.
2. Musical Community Service. Failure to serve will result in a detention.
3. School Detention
4. Parent Conference

## **III. ATTENDANCE POLICIES**

**A. Daily Attendance:** Be in the Music Wing by the bell. Be in your seat ready to begin one minute after the bell. If you arrive late do not interrupt the class. Come in quietly, give your pass to the director, then take your seat and join the rehearsal. **DO NOT ARRIVE LATE WITHOUT A PASS. Do not leave the room without permission, EVER.**

### **B. Reporting an Evening Event Absence:**

Absences at rehearsals and performances affect the entire orchestra. With advanced notice, directors can often make changes or adjust plans to accommodate an absence, minimizing the negative impact on the other students. Therefore, **absences must be reported with a phone call to 440-941-2135 ahead of time.** Reporting an absence does not necessarily mean the absence will be counted as “excused”.

### **C. Performances**

All orchestra members are required to attend all orchestra performances. The only excuses for missing performances are as follows:

1. **A court or legal case that cannot be changed.**
2. **Personal illness severe enough that the student cannot attend school.**
3. **Participation in another school event as determined by Administration.**
4. **A death in the family.**

Other extenuating circumstances\* are at the discretion of Mrs. Singler.

### **D. Procedure for Reporting Performance Conflicts**

If you have a scheduling conflict with a date on the orchestra calendar, the director must be notified in writing no later than 30 days prior to any performance or evening rehearsal. Orchestra is a group learning experience. Each person is vital to the entire ensemble’s performance and learning. This allows another student time to learn a new so the entire ensemble is not penalized.

### **E. Absence Make-up Assignments:**

1. **5th & 6th Grade** List 25 facts about a composer who wrote music for your instrument. Be sure to include a Bibliography with your sources listed correctly. The assignment is due no later than two weeks after the concert you missed.
2. **8th Grade** Compose a 500-word essay about a composer who wrote music for your instrument. Be sure to include a Bibliography with your references listed correctly. The essay is due no later than two weeks after the concert you missed.

#### **IV. EQUIPMENT**

- A. **Instruments** You are responsible for securing and maintaining a musical instrument and the necessary accessories for it. Musicians are responsible for their own mutes, rosin, strings, cleaning cloths, and an instrument in optimal working condition. **Your name must be on your case.**
- B. **School Instruments** A student using school-owned equipment outside of school must fill out an instrument loan contract and maintain the equipment properly. The board of education and music department has invested thousands of dollars for the instrument you are borrowing. While the school district will absorb the cost to maintain the instrument, any negligent damage (dropping, unwarranted abuse, etc.) will be the responsibility of the student and parent.
- C. **Music Care** Music is very expensive and must be preserved for many years to come. Under no circumstance should it be bent, folded, rolled, or marked on with any form of ink. Music returned in poor condition or not returned at all must be paid for by the student.
- D. **Lockers** You will be assigned an instrument locker or shelf slot at the beginning of the school year. All instruments must be stored in their assigned spot. If you have a locker the lock should be locked at all times as the locker room itself will remain unlocked throughout the day. Do not leave your locker unlocked **ever**, even during rehearsals. At the end of the year your lock must be returned and the locker must be as clean as when it was first assigned. You will be charged for missing locks.

#### **V. ORCHESTRA UNIFORMS\***

- A. **Gentlemen** BLACK DRESS PANTS, black belt, white button-down shirt, dark tie. Black shoes, black socks.
- B. **Ladies** BLACK DRESS PANTS—if you wear a black skirt it **MUST** reach below-the-knee when you are seated. White button-down shirt or blouse. Black shoes, no flip-flops.

**\*Flute Uniforms - See Flute Calendar for details**

#### **VI. GRADES**

- A. Grading is designed to give a multi-faceted picture of a student's achievement in Orchestra.
  1. **Rehearsal Participation (50%)**: Prepare for class by practicing your music, arriving on time and having your music and instrument ready at the start of class Put forth your best effort in class and get involved with what we are doing. Have a positive attitude—it's contagious! Support your peers.
  2. **Performances (25%)**: Students are required to participate in all group performances (see Section III for attendance policies and excused absence procedures). Those who participate fully, putting forth their best effort and displaying professionalism on stage and off will receive high marks. Students with an unexcused absence will receive an "F" for that performance grade.
  3. **Summative Quizzes & Tests (25%)**: Students will be tested to assess their growth as musicians on specific material studied in class and assigned for home practice.
  4. **Extra Help** is *always* available. See me to arrange a time.

**B. Extra Credit** All students can earn extra credit by showing proof of\*

1. Attending a professional classical, jazz, or ethnic music concert
2. Attending a Bay Music Department concert (which you don't perform in)
3. Participating in a recital outside of school, or Solo and Ensemble
4. Listening to and reviewing a classical, jazz, or ethnic music recording
5. Performing a living room concert

*\*See director to approve other activities*

## **VII. MUSIC BOOSTERS**

The Bay Music Boosters is the adult support group designed to provide financial and volunteer assistance to the band, orchestra, choir and auxiliary music programs in the Bay Village Schools. The group is governed by a board of parents and directors. We urge every parent to get involved with this fine group. For more information, check out their website: **[www.baymusicboosters.com](http://www.baymusicboosters.com)**

## BMS Orchestra/Flute Handbook Form

(for Mrs. Singler's Classes)

Dear BMS Orchestra/Flute Parent,

Please take the time to read the 2017-2018 Bay Middle School Music Handbook with your son or daughter. This document contains vital information that will help make your son or daughter's music experience a positive one. If you have any questions, do not hesitate to contact me, 440-941-2135 or [carrie.singler@bayschoolsohio.org](mailto:carrie.singler@bayschoolsohio.org).

You should have also received an Events Calendar with your handbook. Please incorporate the required events into your family calendar at this time.

- I. I have received an Events Calendar and am aware of the performance obligations for the 2017-2018 school year.
  
- II. I have read and I also understand the orchestra policies explained in Mrs. Singler's 2017-2018 Bay Middle School Handbook. Furthermore, I agree to abide by the policies set forth in the Handbook.

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

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

Date \_\_\_\_\_

***Please return this completed form by September 1st.***