**Hart Middle School**

**Music**

**Intermediate Band &**

**Strings I**

**~ ~ ~**

**Student Handbook**

**2017-2018**

**Ms. Sarah McClimon, Music Teacher**

**smcclimon@pleasantonusd.net**

**Room D 102 (Band Room)**

**Room D 103 (Choir/Strings)**

**(925) 426-3102**

***Please read and save this handbook for future reference. Sign and return pages 3 & 4 by Tues, Aug 22 and return to school.***

**Hart Middle School Music Department**

**Intermediate Band & Strings I Handbook**

# Letter to Students, Parents and Guardians

August 14, 2017

Dear Students, Parents and Guardians,

Welcome to the 2017-18 school year! I hope you all had a relaxing summer. I am looking forward to a fantastic year here at Hart Middle School Music. You have made a wonderful choice to be in music this year. Students often make their best memories as part of a music program. Hart has a tradition of excellent music education.

Please read this handbook to understand the responsibility of being a member of an ensemble. As a member of a performing ensemble, students are responsible to the other students and to the school. Music has many exciting performances and activities scheduled. It is a commitment, but it is a lot of fun and I’m sure that it will be worth the effort. If you put effort into practicing and improving, you will find band to be very rewarding and fun! Following the guidelines in this handbook will ensure that music rehearsals and performances run smoothly.

I would like to invite all parents and guardians to the first Instrumental Music Boosters meeting on **September 14, 7 pm in the Multipurpose Room**. At least one parent/guardian should attend the meeting. Our first performance will be our pancake breakfast on Saturday, September 30.

Please stay in touch with Hart Middle School Music. Please provide me with your e-mail address to be part of the listserve. Parents and guardians feel free contact me at any time by email or phone.

After reading this handbook, please sign and have a parent or guardian sign to show that you understand the guidelines. Please return by August 22 (Tues). Have a great year with music!

Sincerely,



Sarah J. McClimon, PhD

Music Teacher

[smcclimon@pleasantonusd.net ](mailto:smcclimon@pleasantonusd.net%09%09)

925-426-3102

# Intermediate Band & Strings I Handbook Agreement Form, 2017-18

Please sign this form and return to Sarah McClimon in class. Parents, please fill out the survey on the back, too. *Please keep the handbook to refer to as the year progresses.* Please post the calendar and add to your family’s schedule.

*I have read this handbook and I understand the expectations for participation in ensembles at Hart Middle School, including the performance requirements.*

Print student name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Music class registered for (circle): Intermediate Band: Per 4 / Per 8 Strings I

Instrument\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Will you need a school instrument? \_\_\_\_\_\_\_\_

We have a limited number of large instruments for rent or use in school.

Student signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent /guardian signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/guardian name, print \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent e-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent telephone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If you have any questions, please contact Sarah McClimon at [smcclimon@pleasantonusd.net](mailto:smcclimon@pleasantonusd.net).

# Parent Talent Survey

Parents, you make the difference in your student’s education! Please let us know how you can help out with the department. Even a few hours each semester are appreciated!

Parent/Guardian Name(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student's Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

I (we) can assist in the following ways:

\_\_\_\_\_ Soliciting corporate donations, grants, etc.

\_\_\_\_\_ Organizing and supervising fundraising projects

\_\_\_\_\_ Making travel arrangements

\_\_\_\_\_ Designing and typing newsletters, programs, and press releases

\_\_\_\_\_ Chaperoning events (concerts/travel)

\_\_\_\_\_ Providing legal advice

\_\_\_\_\_ Helping with finances/bookkeeping

\_\_\_\_\_ Making phone calls

\_\_\_\_\_ Providing tax assistance and advice

\_\_\_\_\_ Maintaining data on computer

\_\_\_\_\_ Driving for school events

\_\_\_\_\_ Medical assistance on trips (RN or MD, other medical training \_\_\_\_\_\_\_\_\_\_\_\_\_)

\_\_\_\_\_ Helping with sound equipment/recordings of concerts

\_\_\_\_\_ Fixing things around the department

\_\_\_\_\_ Clerical assistance/helping with music library

\_\_\_\_\_ Other (please specify):

Time that I prefer to volunteer (circle all that apply):

during the school day/ after school/ evenings/ weekends.

Please return this form by Sept 22, 2017 to:

Sarah McClimon, Hart MS Music Dept.

4433 Willow Road, Pleasanton, CA 94588

If you have any questions, please feel free to contact me at smcclimon@pleasantonusd.net. Thank you for your support of the Hart MS Music Program! Your support makes a difference.



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# McClimon’s Class Schedule 2017-18

Period A Concert Choir (D 103)

Period 1 Hart Attack Choir (D 103)

Period 2 Prep

Period 3 Intermediate Band (D 102)

Period 4 Prep

Period 5 Lunch

Period 6 Hartbeat Singers (D103)

Period 7 Strings I (D 103)

Period 8 Intermediate Band (D 102)

# About Your Instructor

Sarah McClimon earned a Bachelor of Music with high honors in music education from St. Olaf College in Minnesota. While studying at St. Olaf she toured nationally with the St. Olaf Band and St. Olaf Cantorei singers. Living in Hawaii and Japan for fifteen years, she studied ethnomusicology, earning the MA and PhD in music from University of Hawaii. She has received scholarships from the American, Korean and Japanese governments. She is a performer of flute and Japanese *koto* in Silk Road Junction 101 with Abdur “Tinku” Rahman, tabla drummer. She lives with her husband Rahman and son Noah (7) and daughter Anna (3).

**Intermediate Band (Periods 4 & 8); Strings I (Period 7)**

All students are welcome in Intermediate Band and Strings I. Band students will play: flute, oboe, bassoon, clarinet, saxophone, trumpet, horn, trombone, baritone, tuba, or percussion. String students: violin, viola, cello, bass. All band percussionists must play mallets along with snare drum. Students will learn intermediate music concepts including correct playing techniques, proper care and maintenance of instruments, music theory and note reading, and how to play within an instrumental ensemble.

There will be scale tests in class (roughly every two weeks) and written theory assignments. Students will be expected to attend all band concerts (pancake breakfast, Winter Concert, Spring Concert, other performances announced in advance). Students may buy or rent their own instrument or borrow a larger school instrument. Students will also need to provide their own supplies (rosin, drum sticks, reeds, valve oil, etc.).

Concert Dress: Men: White shirt, black dress pants and dress shoes. Ladies: modest white blouse, black skirt or slacks (skirts no more than two inches about the knee – please no short skirts!), black dress shoes, flat or up to 2” heel. If concert attire is not appropriate, points will be lost and there is a possibility that you will not be allowed to play. There will be a graded concert dress check before the first concert. If you have questions about concert dress, please ask!

Intermediate Band & Strings I Grading:

30% attendance and class participation

50% performances

20% assignments (theory work, playing tests and meeting deadlines)

# Intermediate Band & Strings Schedule

***Please post on your fridge and add to the family calendar!***

All performances are required. All students are valued and needed at performances.

Required Performances:

Sept 14 Instrumental Boosters Meeting (parents)

Sept 30, Sat Pancake Breakfast (all instrumental students perform)

Dec TBA Winter Concert

Jan 17 Instrumental Boosters Meeting (parents)

Jan 23 Band and Strings Picture Day

April 21 Heart Beat Dinner, all students perform

**Additional performances will be announced in advance. All performances are required.**

# General Information

1. Please be present, prepared and on time to all rehearsals and performances. Learn your individual music and be a contributing member of your organization. Act with courtesy toward teachers, chaperones and other students. Please put away all instruments, music, and accessories when you are done with them. Failure to put away materials will negatively affect your grade.

2. When you cannot take part in class activities, please let Ms. McClimon know at the beginning of class. You will remain in your seat and observe and learn whatever can be learned under these circumstances (do not do other homework; do use a phone or device, please. If you cannot participate for more than one class in a two week period, a medical note or visit to the school nurse will be required.

3. Chewing gum, eating, or drinking is not permitted during rehearsals or performances. A water bottle is allowed.

4. When writing on your music, please use only pencil. Everyone must have a pencil available every day.

5. When in class you should be participating fully with good posture and technique. No cell phones during class time. Use of a cell phone in class will result in loss of your phone and other school policies apply. If your parent/guardian needs to contact you during the school day, he/she should call the office and the office will bring a message immediately.

6. Please do not touch another student’s instrument. Do not play percussion or electric piano if you are not authorized to do so. Only authorized eighth grade percussionists may touch the rosewood marimba.

7.Many times during the year there will be deadlines to meet. These deadlines are part of your grade. Please email smcclimon@pleasantonusd.net if you have difficulties meeting these deadlines.

8. **Financial responsibility for any damage to school equipment will be assumed by the student(s) involved. Do not use someone else's instrument, music or book. If you have lost your music or materials, please report it immediately.**

9. All school rules apply when you are representing Hart Middle School, regardless of the time of day or location.

10. Non-music students and parents should not be in the band room.

11. Music department announcements will be emailed so make sure we have your current email. These announcements will include deadlines, special rehearsals, performance times, etc. Also you may check our department web site.

12. Please do not eat lunch in the Music classrooms. Ms. McClimon may schedule makeup tests or help with music during lunch. Ask Ms. McClimon if you have questions about using the music classrooms at lunch.

13. When Ms. McClimon is on the podium or otherwise teaching, please maintain silence. Be respectful of all students’ ability to learn.

14. There will be written assignments and scale tests as part of your grade. Interrupting another student’s scale test may result in a grade of “0” for the day’s test and/or disciplinary action.

# Attendance and Participation

1. Too many absences from class will negatively affect your grade. It is your responsibility to ask for makeup work. It is your responsibility to make sure that absences are taken care of in a timely manner through the school’s attendance hotline.

2. Tardies will affect your participation points. You will lose 3 out of 5 possible points for an unexcused tardy. If you know you are going to be late to class, get a pass from your previous teacher or the office. When late for class, quickly get your instrument, music and accessories and enter the group while minimizing disruption.

# Performing Group Procedures

1. All folders should be put away in your backpack at the end of rehearsal. Music and music folders will be checked out to all students. Replacement cost will be approximately $5.00 per sheet of music. It is very important that we do not lose the music.

2. You are expected to attend all performances When you miss a performance, it puts a great deal of stress on the other performers. **You owe it to your classmates to make arrangements to be at all performances on time, in concert dress and with professional behavior.**

3. If you cannot attend a performance the instructor must be contacted by written note (emailed to smcclimon@pleasantonusd.net) from a parent or legal guardian as soon as possible and at least one week before the performance. Please have your parent write the best time to call for verification. Excused absences will need to be documented.

4. If you are excused from a performance you must do a make-up assignment in lieu of the performance. It is your responsibility to ask for this assignment. Unexcused absences will affect your grade – performances are 50% and unexcused absences/no shows cannot be made up (will receive a grade of “0”).

5. When performing off campus, it is important that you observe procedures for getting to and from performances.

6. After school rehearsals and/or sectionals may be called if the need arises. Students not attending will be expected to participate or follow the same procedure as for missing a performance.

# Equipment and check-outs

You are responsible for any instruments that you check out and music that you use. You and a parent or guardian must sign a check out sheet if you borrow an instrument. All students will sign a contract for use of materials. The cost is $50 per year to use a school instrument in class or $125 to check out a larger school instrument to take home.

# Parents Make the Difference!

I am glad that your student is a part of the Hart Music Department family! I would like to share some ways that you as a parent or guardian can help support our program.

**Encouraging Parent**. Competence is the result of dedicated "time on task". Music learning, music performance, and music appreciation are the outcomes of study, practice, and guided listening. With limited rehearsal time, it is imperative that students invest extra time in nurturing their talents and improving their skills by practicing. Please encourage your student to practice and attend all performances. Please tell them how much you enjoy hearing them play.

**Loyal, Appreciative Audience**. Parents and family are always the best audience. You are faced with a full agenda in your personal and professional life, and you are challenged to adjust your schedule to accommodate every school function. However, your presence at our performances will mean more to your child than words can describe. Music is a family affair. Don't miss this opportunity to celebrate your child's talent. Please do not schedule social events during concerts.

**Booster Member.** The Instrumental Music Boosters is a recognized non-profit organization that supports the music department. Music Boosters are usually parents or guardians of music students. They work hard to help make the music department run successfully. They help with music events, fundraising, and travel. They carry equipment, fit uniforms, organize music, chaperone events, and are an essential help to the director and the students.

# Music Boosters

Music Boosters meet Sept 14, time TBA. I would like to request that each student be supported by a member of the Boosters. Please let us know how you would like to help, even if you cannot attend the meetings. We need many talents to make the music department successful!

President: Lara Qureshi, Email: [info@thomashartmusic.org](mailto:info@thomashartmusic.org) Website: thomashartmusic.org

The music program at Hart Middle School continues to flourish because of a challenging curriculum that addresses the California State Standards for the Arts, a supportive administration, and fantastic parental support through the Instrumental Music Boosters. You make a difference!

# Studying Music in College

Any students that are interested in pursuing music as a career, please schedule an appointment to map your plans with Ms. McClimon. If you want to pursue music in the future, you should get started early. It is recommended that you take private lessons on your instrument, find additional performances outside of school, try out for honor ensembles, learn music theory, learn piano….

# Music Awards

The Music department gives awards at the Spring Concert including Outstanding Band Student and Outstanding String Student.

# Purchasing an Instrument

You may rent or purchase an instrument from a local music store. I do not recommend purchasing an instrument from online sellers that do not specialize in music. Sometimes these “instrument-shaped objects” are of poor quality, are frustrating to play, and are impossible to repair. If you are considering purchasing an instrument, Ms. McClimon can assist with finding a good new or used instrument. If a student receives an instrument (perhaps from a relative), it is a good idea to have it checked by a repair specialist.

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# Private Lessons

Private lessons on your instrument are tremendously helpful. A private teacher can offer specialized assistance and great support for practicing. Taking private lessons is an investment that pays off – with more enjoyment of music classes, preparation for special opportunities such as honor band or orchestra, and even money for college. Many colleges offer scholarships to music majors and non-majors, often in exchange for playing in an ensemble. Ms. McClimon can provide names of local music teachers.