

FORWARD

Welcome to the instrumental music program at T. A. Dugger Junior High School. This handbook is to inform you of the procedures currently in use with the T. A. Dugger Band Program. Hopefully, this document will provide students, parents, guardians and other interested parties with a general understanding of the band program at T. A. Dugger and answer any questions that may come up throughout the year. I hope that each of you will take the time to acquaint yourself with the information in this handbook.

Participation in band opens up and exposes students to many lifelong opportunities. Many of the life skills they master in band class will stay with them throughout their education and be beneficial to them in several ways. More than just how to play an instrument is taught in band.

In order to ensure that all students understand and consent to the policies and procedures, which will be used within the program, I am requiring students and parents/guardians to sign and return the **BAND CONTRACT** at the end of the handbook. Although I realize that this is a lot of information to read through at this hectic time of the year, it is necessary that we all understand the policies and expectations. I hope that by presenting all of this information in one place at the beginning of the year, I can reduce the amount of information that “never gets home until the last minute,” a perpetual source of frustration for parents/guardians of junior high students.

I look forward to another exciting and successful year with the T. A. Dugger Band. I would like to take this opportunity to thank you in advance for your continued support and also for allowing me to work with the many gifted young people in the Elizabethton City Schools.

Musically,

Chris Lockhart
Band Director
547-8025 ext. 2514

INTRODUCTION

The T. A. Dugger band is made up of a beginner band and an advanced band. The beginner band is made up of all first year students and new students to our system. The beginner band is divided into two classes that have mixed instrumentation and meet daily.

The advanced band also meets daily and is comprised of seventh and eighth grade students who meet the criteria to be in this ensemble. The advanced band classes are divided by instrument families with a 7th & 8th brass class, a 7th & 8th woodwind class, and a 7th & 8th percussion class.

At the end of their sixth grade year each student is given a playing test consisting of scales and a prepared selection. All students passing the test are assigned to the advanced band for their seventh grade year. Those who do not pass may repeat beginner band to improve their skills and then enter the advanced band their eighth grade year.

Band gives students a chance to discover the world of music and what it has to offer them. As director, it is my hope that each student:

- develops an appreciation for music of many styles;
- develops individual performance skills to a level consistent with individual student potential;
- begins to understand that music is a creative art form that has certain emotional characteristics;
- learns to enjoy the challenges associated with playing and performing quality music;
- acquires a simple understanding of basic music theory and music history and how each relates to the appreciation, reading, and overall performance of music;
- develops social skills associated with teamwork and individual responsibility in group efforts;
- strives diligently to achieve his/her highest personal potential; and
- enjoys participating in musical activities.

BAND GUIDELINES

✓ RULES:

1. Come to class prepared and on time every day.
2. Listen respectfully to what others have to say.
3. Treat others the way you wish to be treated.
4. Take care of our equipment and band room.

✓ CONSEQUENCES:

First Offense---Student is given a verbal reminder of the rule.

Second Offense---Student is given a verbal reminder and kept during break to discuss problem.

Third Offense---Student is given thirty-minute detention after school and parents are contacted.

Fourth Offense---Student will be sent to principal's office.

Emergency Clause (invoked for chronic and/or severe problems)--- student is sent immediately to the principal's office.

✓ REWARDS:

1. Students will receive daily positive feedback from the teacher.

2. "Section of the Week" award; will be awarded to the section that exhibits the best behavior and musical effort.

3. "Rave Reports" and positive phone calls to parents will be awarded to individuals on a weekly basis.

✓ TARDINESS:

First Tardy---Student stays after class to discuss being on time.

Second Tardy---Student stays after class and letter sent to parents.

Third Tardy---Student is given a formal reprimand by principal.

Sixth Tardy---Student is given 1 day of in-school suspension.

Rave Reports

These awards will be given out on a weekly basis to students that show a great deal of improvement. One student in each class will receive a certificate and a reward such as a sticker or pencil. This is our way of saying "job well done". Considering the number of students in our program, it is a huge honor to receive one of these awards.

Parents will be mailed a notice letting you know when your child is given this award. Please encourage them to show you their certificate and to continue the good work.

PICNIC GUIDELINES

At the end of each year band students are rewarded with a picnic for their hard work and accomplishments. This picnic takes place at TAD during the school day. Details about this event will be sent home in the Spring.

In order for band students to participate in this event they must meet the following criteria:

- Must return band uniform.
- No unexcused absences from rehearsals or concerts for the 1st, 2nd, or 3rd Nine Weeks. Students that fail to meet these guidelines may not be allowed to attend the picnic and will follow their regular schedule on that day.

BAND PROGRAM GRADING POLICY

Band is a unique course at T.A. DUGGER. It has curricular requirements, just like any other academic discipline, but it also has out-of-class time requirements. The strength of the band program is the combination of these requirements into one performance based academic course of study. The level of commitment from each individual student is the driving force behind the organization and is reflected in the level of achievement reached by the individual and the program.

Band is a learning activity. Rehearsals, whether during or after school, are the means by which students learn, and by their very nature cannot be reproduced or made-up. It is therefore imperative that students be present unless the absence is absolutely unavoidable. Excessive rehearsal absences will undoubtedly affect a student's performance. Although we frequently function as conductors, we are primarily teachers responsible for the musical and aesthetic education of each student's daily participation. Rehearsals are not optional, and attendance is reflected in the student's participation grade.

Performances are viewed as major tests. A performance is a learning experience that cannot be duplicated in a rehearsal hall or practice room. The level of concentration required in a public performance assists each student in developing an insight into his or her own level of performance. A performance is an important evaluation tool, allowing comparison of a student's performance in relation to classroom objectives as well as past performances. Absences from performances are only excused in the event of an extreme emergency. Serious illness or hospitalization of the student, death in the family, religious holiday and other reasons deemed excusable by the director are examples of excused absences. The director must approve all absences from a performance in advance.

Finally, I take my job as band director very seriously. The band provides a medium through which students progress academically, musically, and socially. Musicianship, attitude, attendance, punctuality, conduct, and desire for excellence are absolutely expected from each member of the TAD Band. Therefore, individual practice and preparation are essential. No other discipline in education requires the high level of commitment that the band does. I strive to better prepare our students for the responsibilities encountered throughout their lives.

Grading Procedure

Each student's grade in band will be determined by averaging a playing grade with a participation grade. Each of these grade categories will be 50% of the final grade.

Playing Grade

A student's playing grade is determined by graded playing tests given throughout a nine weeks. An example of a playing grade would be a student's chair placement audition or a scale test. These tests are performed either live or on audiotape depending on the situation. All of a student's playing test grades are averaged together at equal values to arrive at the playing grade.

Participation Grade

The second 50% of a student's nine weeks grade is the participation grade. The participation grade is divided into two equal parts. The first is the daily grade and the second is the performance grade.

The daily grade is the average of all practice chart, tuning log and other classroom grades. If a student comes to class without required materials 3 points are removed from the student's daily average.

The other half of the participation grade is the performance grade. Each student gets a 100 for their performance grade simply for attending all required performances and rehearsals. If there are multiple performances in a nine weeks a student receives a 100 for each performance. An unexcused absence from a required performance results in a zero for that performance or rehearsal. Points may also be deducted if a student is late or does not have the necessary supplies for a performance or rehearsal.

Grading Overview

Playing Grade (50%)+ Participation Grade (Daily 25% + Performance 25%) = 9 Weeks Grade

REHEARSAL AND PERFORMANCE ATTENDANCE POLICY

Attendance at all rehearsals is mandatory. Excused absences include sickness, death in the immediate family, and other events cleared by the director. Written excuses must be presented to the director IN ADVANCE. If you are ill and must miss a rehearsal/performance please have your parents call the band room to notify us of your absence. (547-8025 ext. 2514)

- * Unexcused absences (anything not listed above-including work, hair appointments, dentist's appointments, etc.) will result in a lower grade.
- *Two unexcused absences are grounds for dismissal from the performance ensembles.
- *Rehearsal schedules are posted well in advance to help avoid any conflicts.

THE KEY TO SUCCESS IS COMMUNICATION. Please speak to the director about conflicts in schedule well ahead of the performance.

AFTER SCHOOL REHEARSALS & PERFORMANCES

Beginner Band

Students in the beginner band will have three after school rehearsals. These will be marching practices in the Fall to prepare for the Christmas parade (December). There is usually one in September, one in October, and one in December. Also in September they will perform at a T. A. Dugger home football game. In November they will perform at the Beginner Band Bash.

In the second semester there will be an in-school concert and a night performance. There will be two in-school rehearsals to prepare for these performances, one in February and one in March. A calendar with all activities will be sent home at the beginning of each semester.

Advanced Band

Advanced band students will perform in all of the events listed above for beginners in addition to an in-school pep rally and a Christmas concert. There will be two in-school rehearsals for this concert, one in November and one in December. The last rehearsal will be held at Seeger Chapel at Milligan College. The percussion students may also have a performance in conjunction with the chamber music groups in April.

In-school rehearsals will be 1st -4th periods for the beginner band and 5th-8th periods for the advanced band. All evening performances begin at 7:30 p.m. More details about each performance will be sent home prior to the event.

CHAIR TRYOUTS

Throughout the year students in the advanced band are tested on scales and prepared pieces to determine the seating order for upcoming concerts. This serves to motivate those students who wish to excel in band. Besides the end-of-the-year test in April, a chair tryout is also held in October for the Christmas Concert and one in January for the Spring Concert.

Chair tryouts may consist of but are not limited to scales, prepared pieces or excerpts from music being rehearsed in class. These tryouts are performed in class, recorded individually, or played for the director individually. There is a set of rubrics for the skills to be demonstrated that are used to determine each students' placement. Chair tryouts are at the discretion of the director.

PARTICIPATION IN OTHER ACTIVITIES

Every effort is made to allow students at T. A. Dugger to participate in as many programs as possible. Students may take part in various band activities, as well as sports, cheerleading, clubs, and other school sponsored programs. Teachers and coaches, often negotiate schedules so that students may participate in more than one activity.

MUSIC AND EQUIPMENT SUPPLY LIST

SIXTH GRADE

Woodwind players- All flutes, clarinets, and saxophones will need the proper cleaning supplies for their instrument. (swab, mouthpiece brush, polishing cloth)

Clarinets & Saxophones will also need cork grease, at least four #2 reeds (these are cheaper if bought by the box) and a reed guard.

Brass players- All trumpets, French horns, trombones, baritones, and tubas will need the proper cleaning materials for their instrument. (mouthpiece brushes, wire snakes, and polishing cloth) They will also need a bottle of valve oil and a bottle of slide grease.

Percussionists - Students playing Percussion will need two pair of concert snare sticks (Vic Firth Bolero and SD1 General) and a 6" Promark Real Feel double sided practice drum pad. They will also need a pair of Vic Firth timpani mallets (T1 General) and a pair of Mike Balter hard rubber mallets. Students playing mallets only will need a hard pair of Mike Balter or Smith rubber mallets, a pair of hard rubber mallets, and a pair of yarn mallets. Each student will need a large Pro Tech stick bag. Percussion students will also need to purchase the **Alfred Method for Snare Drum-Book 1.**

All Students will need to place a nametag on their case or stick bag for quick identification. Please label these tags with your child's name and phone number in case it is misplaced. Each student will need to purchase an **Essential Elements Book 1**, band method book for their instrument. The cost is approximately \$10. Please place your child's name inside the front cover of the book.

Uniform needs: Black pants (Please no jeans, bell-bottoms, or hip-huggers) Black Bibbers are perfectly okay
White Socks (calf length, not short or ankle length)
White Shoes (Please no markings of other colors)
White Gloves (these may be purchased at the beginning of school)

SEVENTH & EIGHTH GRADE

Below is a list of materials that your child will need for the advanced band. Some of these items may have already been purchased for this year and do **not** need to be bought again. We would like all students to have these materials by the first day of school.

Uniform needs: Black pants (Please no jeans, bell-bottoms, or hip-huggers) Black Bibbers are perfectly okay
White Socks (calf length, not short or ankle length)
White Shoes (Please no markings of other colors)
White Gloves (these may be purchased at the beginning of school)

Instrument needs: Flip Folder w/at least 5 pages (Percussion will not need this)
Music Lyre for your particular instrument (percussion, flutes, & sousaphones will not need a lyre)
Proper cleaning supplies.
Reeds and cork grease for **Woodwind** players.
Valve oil and slide grease for **Brass** players.
Nametag on your instrument case or stick bag

Percussion needs: This year the percussion students will meet in a separate class. This will allow us to explore many new concepts about percussion and percussion techniques. To prepare for this the students will need the following:

- Stick bag
- 2 pair of Vic Firth snare sticks (SD1 & SD2)
- 1 pair of marching snare sticks (only if they are playing snare for marching season)
- 1 pair of Timpani mallets (T1General)
- 1 pair of Mike Balter or Smith hard rubber mallets

- 1 drum key
- Three ring binder and clear pages for music

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UNIFORMS & BAND T-SHIRTS

All students will receive a band uniform jacket and an official band t-shirt. These are supplied at no cost to the student. Students will need to supply their own black pants w/ no cuff (please no black jeans or sweats). They will also need a pair of white gloves, white socks, and a pair of white shoes. (tennis shoes are ok as long as they are white; you may cover colored strips with white shoe polish.) Gloves may be purchased at local music stores or can be ordered at the beginning of the year.

Because of the expense of each uniform, we want to emphasize how important it is to take very good care of them. Please be aware of the following:

1. Each student will get the best fit with the sizes we have available.
2. Sleeves are intentionally designed long but will appear correct when student is playing their instrument. Sleeves may be pinned, but please do not sew or alter them in any way.
3. Please store the uniform in the plastic issued with the garment. Because a large portion of the uniform is white, please be careful about placement, staining, etc.
4. Students should always wear their **band** t-shirt underneath the uniform.
5. Students are to provide black pants (dress pants), white shoes with white soles (no stripes, labels, lines, etc.), white socks and white gloves.
6. Uniforms must be dry-cleaned before returning at the end of the year. Uniforms are Typically taken up in February or March.

Thank you for helping to make our uniforms last!

Concert Attire

The following is the dress for our Christmas and Spring Concerts.

- Boys- shirt w/collar, dress pants or nice khakis, dark socks & shoes. Ties are optional but very appropriate.
- Girls- a dress, nice slacks or skirt, dress shoes.
- All attire **must** meet dress code for T. A. Dugger.
- **NO** jeans, t-shirts, or tennis shoes please.

INSTRUMENTS

Beginner Instruments

Each student at T. A. Dugger is expected to provide his or her own instrument. The exception would be those students that play a school owned instrument such as tuba, baritone, French horn, oboe, or bassoon.

School Owned Instruments

These are the instruments mentioned above that are too expensive for an individual to purchase and are vital to the success of our band program. These instruments are assigned based on a student's score on their music aptitude test as well as their mouthpiece test and instrumentation needs. Students are responsible for any repairs that occur while using the instrument and for proper maintenance.

The band also has a limited number of trumpets, trombones, flutes, and clarinets for students with a financial need. These instruments have been donated by individuals for the purpose of allowing every student that wishes, to participate in band. These instruments are loaned out for one year based on financial need and availability at the discretion of the director. As stated above, the student is responsible for any necessary repairs and proper maintenance of the instrument. At the conclusion of that year the student is expected to return the instrument in good condition and to purchase their own instrument for the following year.

Recommended Brands

There are several very reliable brands of instruments on the market. Below are brands that we recommend based on their many years of reliability and quality of the instruments:

Brass- Bach, Bundy, Besson, Conn, Holton, Jupiter, King, Olds, Selmer, Yamaha

Woodwind- Armstrong, Artley, Bundy, Conn, Gemienhardt, Jupiter, King, Selmer, Vito, Yamaha

Percussion- Ludwig, Pearl, Remo, Sabian, Vic Firth, Yamaha, Zildjan

Professional & Intermediate Instruments

As students become more musically advanced and more dedicated to band, they may wish to obtain an instrument of better quality than their beginner instrument. High quality instruments are a good investment for student development. Students can use an intermediate or professional instrument for serious practice and indoor performances, and their beginner instrument for outdoor or marching band in high school. Area music dealers offer a full line of intermediate (step up) and professional instruments.

PRACTICE CHART GUIDELINES

Practice charts are very essential to a student's success in band. The charts are an excellent indicator in determining how a student is progressing. These charts are to be filled out daily by the student and signed at the end of the week by their parents.

Practicing should be a part of the student's daily routine. Parents can aid their child by providing a place to practice that is clear from distractions and has all of the necessary materials at hand. Students that practice daily, advance at a faster pace.

Students are asked to practice a minimum of 20 minutes each day. This averages out to 2 hours and 20 minutes a week. Below is the grading scale for practice charts:

3:01 or more =	100
2:51-3:00 =	99
2:41-2:50 =	98
2:31-2:40 =	97
2:21-2:30 =	96
2:01-2:20 =	95
1:41-2:00 =	90
1:21-1:40 =	85
1:01-1:20 =	80
1:00 =	70
less than 1:00 =	60

Charts are due each week. Practice charts turned in later than one week will receive a grade of "70". It is the student's responsibility to have the chart signed each week. Failure to turn in a chart will result in the grade of "60".

I realize that middle school students have a lot of demands on their time and there will be days in which a student may not be able to practice. Below are those excuses to enter when a parent believes their child is not able to practice.

SICK- Illness and absence from school keeps child from practicing.

SHOP- Instrument is in shop being repaired.

OUT- Student is out of town and unable to practice.

“ ” - Parents should initial any days when they feel the child did not have enough time to practice due to homework load, other evening activities etc.

PRIVATE LESSONS

Many studies have shown that students that study privately are far more successful and show a higher level of musicianship than their peers. We believe studying with a private teacher is a great asset and can help a student become more self-motivated and stimulate their love for music.

There are many excellent private instructors in our area. Some work at local music stores, some teach from their home, and we even have a few that teach at the band room after school. You can make arrangements with the private teacher directly or if you would like recommendations contact your director.

PEER TUTORING

This is a program we started to help all students. It is a small group lesson that is taught by some of our advanced band students. Students can work on all aspects of their musicianship and receive more individualized attention free of charge. The schedule may change based on that of our mentor students. We try to have each section scheduled for at least twice a week in order to give students a choice. The sessions will begin at 2:50 and go to 3:30. Any student regardless of ability level may participate in this program.

SUMMER BAND ATTENDANCE

Summer rehearsals are essential to maintaining the standard of excellence that has become a trademark of the T. A. Dugger Band. We ask that students make every effort to attend these important rehearsals to prepare for the upcoming season. We also understand that students have many other commitments, such as vacations, summer camps, sports activities and educational opportunities. Therefore we ask that students be in attendance when they are in town and that parents take a moment to fill out the attendance form, to let us know when their student has other scheduled activities. This form along with the dates for summer rehearsals will be sent home in early April. Please return this form by **end of April**.

Remember it takes each individual doing their part to make our band one to be proud of.

JUNIOR CLINIC BAND

Auditions for the Upper Area ETSBOA Junior Clinic bands are held on the third Saturday of January. Tryouts will begin at 9:00 a.m. An exact tryout order and the site will be sent in early January.

Students may audition for a place in either the 7th or 8th grade band. Each band is made up of the finest musicians in East Tennessee. This is the highest honor a junior high school student can receive. We feel we have several students that are more than capable of making these bands and we ask that as a parent you encourage your child to audition. Students will receive the tryout material several weeks before the audition. The audition will consist of scales, a prepared piece, and sight-reading.

Those students that are selected will attend the Junior Clinic event on the second weekend in February. More information about this event will be sent home after the auditions. There is a small fee for auditioning and students will need their own transportation. We will take a bus for the actual clinic.

SOLO & ENSEMBLE FESTIVAL

The ETSBOA upper area solo and ensemble event takes place the first Saturday in March. This event allows students the opportunity to perform a solo or a solo with piano accompaniment, or play in an ensemble (duet, trio, quartet, etc.).

Students that receive an excellent or superior rating will be awarded a medal for their performance.

Those that plan to participate should begin working no later than January to prepare. If you need help in finding music, please see your director. There is a small fee to participate and you will need to provide your own transportation. A complete schedule with exact times and location will be sent out in February.

General Student Guidelines

1. A student may not enter more than three events. Two is recommended for the first year.
2. The cost is \$6.00 per student per event. This fee includes the medal. (Ex. a trio would be \$18.00, \$6.00 from each member)
3. The judge must be supplied a copy of the music with measures numbered.
4. Students should play only literature appropriate for this event.
5. Entries will only be accepted from their band director (not from private teachers).

We believe this is an excellent opportunity for your student. This event will not only help individuals improve but will also enhance our entire program. We hope your student will take advantage of this musical experience.

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DRUM MAJOR TRYOUTS

Each spring auditions are held for the position of drum major. The person chosen for this position will take on many extra responsibilities and duties, such as but not limited to, directing the band at pep rallies, football games, parades, and on concerts. Since this position is very visible the drum major is held to a higher standard and therefore must be someone of good character and high moral and academic standing.

Those auditioning will be asked to demonstrate various conducting and marching skills, as well as a personal interview. They must also choose their own musical selection to conduct to for the judges. Two judges unknown to any of the students view the audition and the selection is based on their recommendation. The Drum Major is responsible for providing his/her uniform.

FUNDRAISING

The Elizabethton Band Boosters conduct two fundraising activities during the year that we ask the students to assist with. The monies raised through these efforts go to support the band programs in Elizabethton and aid every student.

Our first event will take place in August and September. This is usually a catalog sale that offers several quality items. Our second event is the fruit sale, which takes place in October and November. This is a tradition in Elizabethton that the community has come to expect.

We realize that students did not sign up for band to become salesmen, but these activities are what make it possible to have a band program in Elizabethton. Each student is expected to do their best because they ultimately are the ones that benefit from these sales. Donations are always accepted and appreciated. Music, instruments, uniforms, and travel are only a few of the things that these events help to provide for the band program. If you have any further questions or would like to help with these activities please contact the band booster president.

BAND BOOSTER ASSOCIATION

The Elizabethton Band Booster Association is open to anyone who would like to help in the support of the band program in Elizabethton. The purpose of the band boosters is to enhance and embellish the instrumental music program. The association meets the first Tuesday of the month at 7:30 p.m. in the high school band room.

HIGH SCHOOL INSTRUMENTAL MUSIC PROGRAM

The T. A. Dugger band provides a foundation for participation in high school, college, and local instrumental music programs. Traditionally, most TAD band members continue in the highly successful Elizabethton High School program; which offers concert, jazz, and marching bands for student musicians. For further information about the high school band program you may contact the high school director at 547-8015 (ext. 1542).

MUSICAL WEB SITES

betsyband.com

Our band website with schedules, pictures, and other important information.

[Fingering Charts](#)

Complete charts for all instruments with alternate fingerings. (conn-selmer.com)

Woodwind fingering charts with trill fingerings. (wfg.woodwind.org)

[Scale Sheets](#)

All types of scales for all instruments. (ncusd203.org)

[Music Composers](#)

Websites for researching composers from all musical eras and genres. (essentialsofmusic.com)

(composersdatebook.com)

(bandquest.org)

[Music Publishers](#)

Source for various music selections including solo & ensemble music. (jwpepper.com) or

(sheetmusicplus.com) or (alfredpub.com)

[Music Theory](#)

Worksheets to learn about all concepts of music theory and composition. (musictheory.net)

[Music Associations](#)

ETSBOA- (etsboa.org)

local band directors assoc. for junior clinic and solo & ensemble information

TMEA- (tnmea.org)
state music educators association

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BOA- (bands.org)
Website for Bands of America marching band organization

Percussion Sites

Percussive Arts Society- (pas.org)
Various topics dealing with percussion teaching and performance

Vic Firth-(vicfirth.com)
Percussion techniques, equipment, and other percussion topics

Sabian Percussion-(sabian.com)
Percussion equipment and educational materials

Music Advocacy

websites that promote the importance of music in our schools. (musicfriends.org)
(supportmusic.com)

Jazz Sites

Create individual profile and connect with other jazz enthusiasts-(JazzPlayer.com)

BAND CONTRACT

Parents and members of the T. A. DUGGER Band Program should sign and return this form as soon as possible.

We acknowledge that we have received our copy of the T. A. Dugger Junior High School Band Handbook. We have read and understand the requirements for participation in the Band program and agree to abide by all of the rules, regulations, guidelines, standards of conduct, and rehearsal obligations stated in the Handbook.

I understand and agree to follow all guidelines as presented in the Band Handbook. I also agree to follow any additional guidelines that may be presented by the director or the chaperones while participating in a band function. I understand that any infraction may result in my dismissal from the band program.

Student's Signature

Date

I hereby give permission for my child, _____ to participate fully in the T. A. Dugger Band. They will follow the guidelines as presented in the Band Handbook or they may be removed from the band program.

Parent's Signature

Date

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