



# Heritage Middle School Band Handbook 2022 - 2023

## Heritage Band Contract

**\*\*Only this form needs to be signed and returned to Mr. Kuhn\*\***

**Please Return No Later Than Friday, August 26<sup>th</sup>**  
**(this will be for a grade in Powerschool)**

We have read the Heritage Band Handbook and understand the classroom guidelines, performance expectations, grading policy, **and have recorded the scheduled performance dates on the family calendar.**

Printed Name \_\_\_\_\_ (student)                      Grade \_\_\_\_\_

Signed \_\_\_\_\_ (parent/guardian)

Preferred Phone Number \_\_\_\_\_

Class Period & Letter Day \_\_\_\_\_ Instrument \_\_\_\_\_

Instrument Serial Number that's located on your instrument \_\_\_\_\_  
(I have all school owned instrument serial numbers)

**Return this page ONLY to Mr. Kuhn by Friday, August 26<sup>th</sup>.**

# HERITAGE BAND

## *Calendar of Events 2022-2023*

- 8<sup>th</sup> Grade Band Night @ Westerville North vs. Westerville South Football Game  
**Friday, Sept. 23** at Westerville North High School  
Evening Performance Time  
More details will be given closer to the date
- 8<sup>th</sup> Grade Band Pep Rally Performance  
**Tuesday, Sept. 27** in the Heritage Middle School Gymnasium  
Afternoon Performance Time
- Heritage Band/Choir/Orchestra Fund-Raiser  
**Date: Thursday, Sept. 29- Tuesday, Oct. 11**
- Tentative 8<sup>th</sup> Grade Field Trip to see the Ohio State Marching Band in Concert  
**Friday, November 18<sup>th</sup>** at Mershon Auditorium  
All day event
- Heritage 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> Grade Holiday Concert  
**Monday, December 12<sup>th</sup>** in the Westerville **CENTRAL** High School Auditorium  
Evening Performance Time: 7:00pm
- 5<sup>th</sup> Grade Parent Recruiting Meeting  
**Tuesday, April 4<sup>th</sup>** at Westerville **CENTRAL** High School  
Time: 7:00pm
- 5<sup>th</sup> Grade Instrument Fittings at Heritage Middle School  
**Tuesday, April 11<sup>th</sup>** Time: 4:00-7:00pm  
**Tuesday, April 18<sup>th</sup>** Time: 4:00-7:00pm
- Solo & Ensemble Contest (7<sup>th</sup> & 8<sup>th</sup> Grade only)  
**Saturday, April 15<sup>th</sup>** at Heritage Middle School  
Start Time: Morning Event
- Heritage 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> Grade Spring Band Concert  
**Monday, May 8<sup>th</sup>** in the Westerville **CENTRAL** High School Auditorium  
Evening Performance Time: 7:00pm
- 8<sup>th</sup> Grade Band Talent Show Performance  
**Wednesday, May 24<sup>th</sup>** in the Heritage Middle School Gymnasium  
Afternoon Performance Time

\*All events are tentative & subject to change. I will notify you ASAP of any changes or other events that become scheduled.

### CONTACT INFORMATION

Mr. Chris Kuhn  
Director of Bands  
Heritage Middle School  
kuhnch@wcohs.org  
614-797-6623

Mr. Jacob Austrino  
Director of Bands  
South High School  
austrinoj@wcohs.org  
614-797-6067

Ms. Sara Loney  
Director of Bands  
North High School  
loneys@wcohs.org  
614-797-6248

Mr. Mike Porreta  
Director of Bands  
Central High School  
porretm@wcohs.org  
614-797-6852

# HERITAGE MIDDLE SCHOOL INSTRUMENTAL MUSIC DEPARTMENT

Welcome to the Heritage Middle School Instrumental Music Program! You are part of a traditionally exceptional organization here in Westerville. We are excited to have you as a part of our Heritage Band Family! By making the decision to participate, you have said "Yes, I am willing to work hard to make our band successful."

There are many benefits to a student's involvement in music, both academically and socially. Current research has begun to define the importance of music study as it relates to the development of a child's mind. It continues to produce significant data demonstrating that students of music excel in everything they do. For example, there is an improvement in reading, writing, and math scores when music is included in a student's daily learning.

What can you expect from a Heritage Band Class?

- You can expect to be exposed to all types of band music. Each year we'll study a variety of outstanding compositions. You owe it to yourself to approach each piece with an open mind and heart, ready to discover what it has to offer.
- You can expect to have different performing experiences. Each year the bands perform at two formal concerts in an academic year.
- You can expect to improve your musicianship. We give regular attention to learning the skills of music reading as well as understanding various musical forms and styles.
- You can expect me to emphasize the art of working together and caring for others. Playing in this band program is much more than teamwork: it's like being part of a family. Whether through daily rehearsals, performances or participation in solo/ensemble, there is ongoing opportunity for you to improve your social skills. Remember, that in band, NO ONE sits the bench!

Your experience in band can be exciting and rewarding. As participants in large groups, each person has a responsibility to contribute to making the experience of the entire group a positive one. In order for this to happen, students in band are asked to:

- 1) Be prepared for class- instrument, music, supplies, pencil, agenda, etc.
- 2) Cooperate in rehearsal with appropriate effort, attitude and conduct.
- 3) Practice your instrument regularly to make personal improvement every week.
- 4) Attend scheduled performances as found on the calendar included.

The following pages outline the expectations of Heritage band members, as well as some important information and dates. Our rules and regulations were made for a reason: to establish a common ground of agreement from which all individuals can best accomplish their own musical goals, as well as the goals of the organization. By taking the time to become familiar with the information contained in the next few pages, you will help ensure that your membership and contribution to this band will be rewarding and successful. The handbook is long (sorry) but I feel it is essential to make sure we are all on the same page from day one. Please return the front page of this handbook to me with all requested information completed and signed. This will indicate your notification and acceptance of the policies of the Heritage Middle School Band Program. Retain the remainder of the handbook so that you may refer to it if necessary.

### **Expectations:**

1. Equipment includes: instrument, book, reeds, oil, mouthpiece, swab, agenda, PENCIL, and anything necessary to properly participate in class. Lack of equipment will result in grade adjustments.
2. Being prompt is important for the success of the entire ensemble. Students need to be in their seats with equipment and music when the conductor steps on the podium (usually 3-4 minutes after the period starts). Take note of the daily agenda (which will be posted on the board every day) and prepare your music in order on your stand.
3. No gum or food in the band room during school hours.
4. Class participation is expected every day the student is in school. If you forget your instrument on the day you have band rehearsal, you are expected to make a phone call home and ask to have your instrument brought to school. On rare occasions, a student may not be able to participate fully in band. Health problems and instrument repair problems are the usual situations. In these cases, an explanatory note from a parent or guardian will be required to excuse the student from playing. If you are absent, it is **YOUR** responsibility to find out that day's assignment before the next class so that you are prepared. Points are not deducted from your grade if you are sick or excused.
5. MOST IMPORTANTLY: Courtesy towards other students is expected. Raise your hand to be called upon before speaking, only play your instrument when asked to, and keep comments constructive and positive during rehearsal.

### **Class Schedule:**

6<sup>th</sup> & 7<sup>th</sup> Grade Students will have band on either A or B letter days. Please ask your child which day they have band and be sure to regularly look at the attached school calendar.

8<sup>th</sup> Grade Students will have band every day!!

### **Communication:**

Email is the best way of communication due to my teaching schedule throughout the day. I will try to get back with you within 24 hours.

#### 7<sup>th</sup> & 8<sup>th</sup> Grade:

I'll continue using the same email list that I compiled from Powerschool last school year. If you have changed your email address, please send me an email with your new address so that I can copy & paste it to my list.

#### 6<sup>th</sup> Grade:

I've already begun compiling an email list from PowerSchool. If you'd like another email address added, please email me with that address so that I can copy & paste it to my list (***kuhnch@westerville.k12.oh.us***).

### **Instrument Storage:**

Students will receive a locker in the band room for storage of their instrument during the school day.

**A combination lock will be required to insure the safety of each student's instrument.** Students should put their instrument in their band locker before school and pick it up after they are released from their last class of the day. All other items are to be kept in their regular school locker. Mr. Kuhn reserves the right to search any band locker, as I feel necessary.

**Label your instrument, lesson book, and any other equipment.** Name tags on the outside of each instrument case are required. There will be lots of students that have the exact same case, so be sure you mark all your possessions clearly. A pink sticker is nice – but doesn't identify the owner if found.

Instruments are expected to go home overnight. This includes not leaving instruments in classrooms and the band room. \*Heritage Middle School is not responsible for lost or stolen instruments that were left overnight. If your instrument is not at home, you can't practice, and if you can't practice, you can't improve.

### **Equipment/ Additional Supplies You'll Need:**

1. All 6<sup>th</sup> grade band students will use the “**Sound Innovations**” **Book 1** for their instrument. **\*The district will provide this for ALL 6<sup>th</sup> graders.**
2. 7<sup>th</sup> & 8<sup>th</sup> grade band students will **NOT** need to purchase a new book.
3. Students are responsible for the care of their method book and sheet music. Replacement method books will need to be purchased if lost. While accidents do happen, I should not need to (and will not) make unreasonable amounts of copies to replace sheet music.
4. **Flute students** must have a flute rod and handkerchief in their case at all times.
5. **Reed instruments** (oboe, clarinet and saxophone) must have at least two playable reeds in a reed guard, cork grease, and a swab in their case at all times. All reeds can be purchased from Music & Arts. Oboe students must also have a pill bottle for your reed to soak in, reed carrying case (an Altoids can lined with paper towels works great!) and a swab in their case at all times.
6. **Brass students** must have valve/slide oil in their case at all times and are expected to use it to keep their valves/slide from sticking. Brass students must also have a bottle of tuning slide grease. In addition, trombonists should keep a rag in their case for wiping off their slide and a mini squirt bottle filled with water to keep their slide wet when playing.
7. **First-year percussionists** must have a Yamaha Combo Kit (bells & snare pad or snare drum), sticks, and mallets. 7<sup>th</sup> & 8<sup>th</sup> grade percussionists must bring their OWN set of drum sticks, as well as a pair of medium to hard rubber mallets to each class. Having your own percussion stick bag is the best option for storage.
8. Instruments are to be in good playing condition. Proper care and maintenance is required. This includes properly cleaning the instrument so reeds, corks, and slides can all stay in good condition. I'm here to help you, but I'm also not a mind reader. Please be sure to communicate any instrument maintenance issues as soon as possible.
9. Students using school owned instruments (tenor sax, bari sax, french horn, baritone, tuba, etc.) are responsible for the care and maintenance of that instrument.
10. All band students are to respect and care for one another's musical instrument. **NEVER** play someone else's instrument!
11. **NEVER** try to fix your own instrument at home! Show it to me first & I'll determine whether it needs to be sent off to a repair shop. Trying to repair your own instrument often causes more problems.
12. **INSTRUMENT REPAIR**- Our Music and Arts representative makes weekly visits to Heritage. He will take any broken instrument with him & return it the following week.

### **Grading Policy:**

The grade that all students receive is a direct result of the effort and work they do at home and in class. Grades are based on three main areas:

**Class Participation- 40%:** (10 points possible per day)- Behavior, attitude, preparation, cooperation, attendance, and daily effort are figured into this grade. **Each student is required to bring their instrument, method book/music (in the music folder that I'll give them), and a pencil to every class.** A forgotten instrument will result in no daily points earned. All other forgotten items will result in one point deducted from daily grade. Two points will be deducted for disruptive behavior and/or poor attitude. Classroom handouts that need to be done at home or need a parent/guardian signature on them are also part of this grade.

**(Grading Policy: Cont.)**

**Performance/Playing Tests-** 40%: Concert attendance and graded playing tests are figured into this grade. Students who are excused from a concert or who miss a playing test for whatever reason are responsible for arranging make-up work with Mr. Kuhn.

**Practice Records-** 20%: The practice record that students fill out and have signed should reflect their home practice time.

**\*\*Enrichment** – this is a bonus category for students who take private lessons, attend musical events outside of Heritage, perform service activities related to band, members of outside music groups and perform regularly, etc. Students can earn up to 10% bonus grade. Forms to fill out for enrichment credit will be available in the band room. They must be signed by a parent and returned at the same time practice sheets are due each nine weeks. See Mr. Kuhn with questions regarding enrichment credit.

**Concert Expectations:**

**Concert performances are an exam!** This means that attendance is especially important. A concert is the hard work and dedication of our daily rehearsals. Every student's performance directly impacts the performance of every other student in the group. We depend on each other.

Unexcused absences will result in a major grade reduction. If notified at least two weeks prior to a performance and to the discretion of the director, some rare circumstances will be excused. An extra-curricular activity will not be excused. In case of illness, notification should be as soon as possible. The student will need to do a make-up assignment in these cases. Students must also be in school on the day of a performance for at least half of the day in order to perform.

**Concert Dress:**

Please plan ahead! All of the Heritage Bands will perform in the same concert attire.

**Students should wear black bottoms & a white top.**

-White button-down shirt with a black/dark tie or white blouse.

-Black skirt/dress (knee length or longer) or black dress pants. **NO JEANS!**

-Black socks (if worn) & black shoes.

**Practice**

Home practice is an integral part of every musician's growth. The only way to improve in music is to regularly practice. Improvement is our goal!

Students need to set aside at least **100 minutes** spread out over 5-7 days. Sometimes you will need to practice longer to satisfactorily complete the lesson. More often and more minutes will translate to more improvement. A majority of the time, students will be assigned very specific numbers to practice in their book. Eventually, they will be assigned certain parts of the pieces that we are working on. See the bottom of the practice record for suggestions on how to practice effectively.

**6<sup>th</sup> Grade Band Students ONLY:**

Practice is graded as it is important to your success as a musician. **\*Students will be asked to turn in a practice record twice during the nine-week grading period.** Once during week five and once during week nine. The practice record will be a full sheet of paper (I will give them at the start of the nine weeks) that the students can log their practice times for the week. **\*\*At the end of the five-week period, a parent or guardian will need to sign their student's practice record and have them bring it to class so I can evaluate them.** As a side note, there have been a few problems in the past with students forging their parents' signature. This will not be tolerated. If a student is found to have forged a parent signature, the practice record will not be accepted and disciplinary action will be taken. Parents, please sign the practice record legibly and please don't use only your initials as a signature. Mr. Kuhn will discuss this with each class during the first couple weeks of school.

*(Practice: Cont.)*

**7<sup>th</sup> Grade Band Students ONLY:**

**\*\*All 7<sup>th</sup> graders will be required to complete the practice record for weeks 1-9 of the first quarter.** Then at the end of each nine week grading period, all 7<sup>th</sup> graders who have maintained an **80% average or better in band for that grading period** will be exempt from turning in a practice record for the next grading period. I'll re-evaluate grades at the end of each quarter. If your grade drops below an 80%, you will be required to turn in practice records for the next nine week grading period. (This doesn't mean that you are supposed to quit practicing....it just means that you don't have to turn your practice records into me during that grading period.)

**8<sup>th</sup> Grade Band Students ONLY:**

\*\*I'll explain during practice record expectations with you during class.

**7<sup>th</sup> & 8<sup>th</sup> Grade Chair Auditions:**

Students will audition for chairs beginning in September. They will be given the audition material in class. After winter break, we will re-test & re-seat the 7<sup>th</sup> grade & 8<sup>th</sup> grade band. This process will be explained further during band class.

**7<sup>th</sup> & 8<sup>th</sup> Grade Band Officers:**

Students may run for the following offices: Secretary or Librarian. Each class period needs one of each type of officer. The election process will be explained further during band class. Mr. Kuhn has the final word in the election of band officers.

Secretary: duties include assisting the director with attendance, recording information, and collecting practice records.

Librarian: duties include making copies of materials needed for class, assisting students with music, filing music, and coordinating files in the music library.

**Solo & Ensemble Adjudicated Event:**

Students in the 7<sup>th</sup> and 8<sup>th</sup> grade will all participate in the annual Westerville Solo and Ensemble Contest. Usually held in early spring, this contest provides an opportunity for students to be adjudicated individually and in small groups. More information will be given after Holiday Break.

**Private Lessons:**

Private lesson teachers devote their undivided attention to your child. They will expect him/her to work on the music they assign in addition to working on your child's school music. The amount of improvement gained from having a private teacher is great because of this individual attention. I will be compiling a list of private lesson teachers in the area. Once completed, I'll send it home with every student. \*Please note, all oboe and french horn students are highly encouraged to take private lessons, due to the difficulty of the instrument.

### ***Acquiring an Instrument:***

All band members, with the exception of bass clarinets, tenor saxes, bari saxes, bassoons, french horns, baritones, and tubas, must own their own instrument. Large percussion instruments are also provided by the school. In addition to purchasing an instrument, there are other options for acquiring an instrument for your child.

**Long Term Rental Plans:** If you plan to rent an instrument for your child, we would suggest you consider a Long Term Rental Plan. The rental fee applies to the purchase price in the event that you choose to buy the instrument. This type of plan will avoid the situation of having to be forced into a decision to buy the instrument before the school year is over. You and your child will have the advantage of trying a full year of instrumental instruction with a leased instrument. Instrument prices and rental rates vary depending on instrument choice, whether the instrument is new or used, and on the various plans available at area stores. Maintenance plans are also highly recommended. These plans typically cover instruments in the event of loss, theft or breakage.

**Pre-Owned Instruments:** Used instruments may be quite suitable for a beginner to use. Any instrument that has not been played recently should be taken to a qualified instrument repair person for evaluation, overhaul and cleaning as necessary. This is especially important for any woodwind instrument.

**Reliable Brands:** These brands have been proven to be reliable and well-made.

**FLUTE:** Gemeinhardt, Armstrong, Eastman, or Yamaha

**OBOE:** Yamaha, Selmer, Fox

**CLARINET:** Selmer, Normandy, Yamaha, Vito, Eastman, Buffet, LeBlanc  
*\*(with a Vandoren B45 mouthpiece)*

**SAXOPHONE:** Selmer, Yamaha, Vito, Conn, King, Armstrong, Getzen, Vito  
*\*(with a Selmer C-star mouthpiece)*

**TRUMPET:** Bach, King, Conn, Eastman, or Yamaha *\*(with a Bach 5C mouthpiece)*

**FRENCH HORN:** Conn, Holton, King, Yamaha *\*(with a Giardinelli C4 mouthpiece)*

**TROMBONE:** King, Conn, Getzen, Eastman, or Bach *\*(with a 6 ½ AL mouthpiece)*

**BARITONE:** King/Conn, Yamaha, Eastman, Mini Getzen *\*(with a 6 ½ AL mouthpiece)*

**PERCUSSION:** Vic Firth, Yamaha, Ludwig. (must include snare drum and bells)

**CAUTION! CAUTION! CAUTION!** There are many brands of instruments that are not recommended due to an inferior manufacturing process, the use of low quality metal and parts, and the difficult nature of having these brands repaired. Most of them are purchased on-line or in discount stores, and cause much frustration for a young player because they are more difficult to play, break more frequently, and do not “sound like” the higher quality recommended brand instruments.

### ***School Owned Instruments:***

The school owns a limited number of tubas, baritones, tenor and baritone saxes, bass clarinets, bassoons, and french horns. Students using these instruments will be assigned an instrument during the first couple weeks of school – it is to be stored in the band room in its assigned locker, and may also be practiced at home.

### ***Instrument Maintenance:***

Daily cleaning is the first step in keeping your personal instrument in good working condition and extending the life of the instrument. Do not chew gum or candy while playing and also make sure your hands are clean before handling your instrument. Clarinet, oboe, and saxophone players need to have at least two good working reeds in their case at all times. Brass players need the appropriate oil to maintain working valves/slides.



# WHAT PARENTS CAN DO

Parents involved in their child's school programs are usually well-informed of the class activities and their child's progress. Band is no exception to this practice. Parents are highly encouraged to monitor home practice – not meaning to stand over each session and critique, but stay aware of practice times and listen occasionally to encourage continued progress. Obviously, it is important to attend all performances and encourage extra opportunities – private lessons, solo/ensemble, etc.

**OFFER ENCOURAGEMENT** to your child. When you lose your enthusiasm so will your child. Be interested in your child's daily progress. Did you ever want to play an instrument? Have your child teach you! This is a great way to show interest and support. Have your child play a "mini-concert" for you, relatives or friends. Remember, at first, there will be honks and squeaks, but it will get better! Keep smiling, have patience, and enjoy this new experience.

## **TIPS TO MAKE PRACTICE MORE USEFUL**

1. Provide time and an appropriate spot for your child to practice.
2. Make sure your child is practicing correctly. Practicing is like studying. When you study, you don't just read the material; you go over it, pull it apart and do it in sections.
3. Let practice time be dictated by your child's attention span.
4. Take emphasis off the clock.
5. Create a routine. 15-20 minutes after dinner is a good arrangement. More than twenty minutes at one time can sometimes be too much for a young musician.
6. Keep goals small and attainable.
7. Please do not use practicing as a form of punishment! Remember, it was your child's choice to play a musical instrument; therefore, it is his/her responsibility to practice.

**PROBLEM ??**– If there is a problem about class, your child's instrument, progress, etc., please contact me immediately. I can be reached at [kuhnch@westerville.k12.oh.us](mailto:kuhnch@westerville.k12.oh.us)

## **OUTSIDE PLAYING OPPORTUNITIES**

There are many camps and clinics that take place after school and during the summer that are excellent opportunities for students to grow and to learn from others. Listed below are a few examples of what is available.

### **Capital Cadet Band**

6-8 grades

Wednesday Evenings 7:00-8:30pm (audition required)

Contact: Susan O'Rourke [orourkes@columbusacademy.org](mailto:orourkes@columbusacademy.org)

### **Capital Junior Winds**

8-9 grades

Tuesday Evenings 7:00-8:30pm (audition required)

Contact: Ryan Alexis [ralexis@wscloud.org](mailto:ralexis@wscloud.org)

*\*All of these groups require an audition & tuition to enter.*

### **Capital University Winds and Percussion Camp**

Middle of June 7-9 grades

<https://www.capital.edu/winds-percussion-camp/>

# I'm Looking Forward to a Great Year!