



**Arvida Middle School Band Handbook  
2020-2021**

David Gonzalez, Director of Bands

## **A Note to Parents**

We are glad to welcome you and your child to the Arvida Middle School Band Program! With the great number of beginning students and tremendous talent in our program, this will prove to be another great year for our program.

As you know, the Arvida Band Program is a very complex system with a variety of activities and needs throughout the year. This handbook was designed to assist you, as a parent, in understanding the many dimensions of the band program. It is a living document, revised numerous times over the years as a result of parent inquiries and for purposes of clarification. Although the amount of information contained herein might seem cumbersome to some, it will prove to be a valuable resource to you if and when questions arise regarding your child and the Arvida Band Program.

Every student is very important to the band staff and we strive to provide nothing less than an outstanding musical experience for each child. To accomplish this, it is crucial that every student both understands and upholds his or her responsibilities as a member of the band. When this happens, students begin to understand the synergistic dynamics of a successful band – a band whose whole is greater than the sum of its parts.

Please read through this handbook and help your child understand its contents. It is strongly recommended that you store this handbook in a safe place where you can easily access it throughout the year. Please refer to it before contacting the director with questions, as you may find the answer you need in the band handbook. The director is always happy to answer your questions, but her priority is in devoting the maximum amount of time and energy into meeting the daily needs of her students. Efficiency, therefore, is a very valuable asset.

Again, it is essential that every student and their parent/guardian read and discuss this handbook at home. After your discussion, **sign and return the Band Handbook Agreement Form by Monday September 7 2020, as it will be counted as a grade.**

Welcome again to the Arvida Band Program. We are looking forward to a great year!

## **COVID 19 Considerations**

This year is unique and unlike any other year as we navigate returning to school during a global pandemic. The priority is and will continue to be the safety and wellbeing of our members. Mr. Gonzalez continues to monitor the International Coalition led Performing Arts Organizations to Commission COVID-19 Study. The study is being led by Dr. Shelly Miller and Dr. Jelena Srebric, two of the world's leading Mechanical Engineers. The goal of the study is to identify flow and aerosol release pathways. Part of their research is to recommend mitigation strategies during physical performances and rehearsals. Mr. Gonzalez will use the considerations put forth by the study as a guideline for each rehearsal and performance. You may also access all data on the National Federation of State High School Associations website ([nfhs.org](http://nfhs.org)), hard copies are also available for any parent to review with Mr. Gonzalez and with our Administration/Office staff.

**Preliminary results will be presented to all parents by Mr. Gonzalez during an orientation meeting to be announced**

**We will get through this together!**

## Table of Contents

<b>Topic</b>	<b>Page</b>
Contacting the Director	4
Program Philosophy and Objectives	4
Calendar of Events	4
Absence Procedures	5
Ensembles	5
Classroom Rules and Consequences	6
Rehearsal Etiquette/Classroom Procedures	6
Grading Procedures	7
Absent Work	8
Homework	8
Required Materials and Textbooks	8
Nine-Weeks Objectives Sheets	9
Practice	9
Performance Requirements	10
Concert Uniform	10
Concert Etiquette	11
Care of Music	11
School Band Fees	11
Instrument Rental	11
Instrument Storage	12
Private Music Lessons	12
Chaperones/Volunteers	12
CHARMS Music Office Assistant	12
Music Stores & Instrument Repairs	13
Viking Band Parent Association Membership Letter	14
Volunteer Sign-Up Sheet	15
Band Clothing Order Form	16
Band Handbook Agreement Form	17

## **Contacting the Director**

Mr. Gonzalez is available to meet the needs of all students in the Arvida Middle School Band Program. Please do not hesitate to contact him if you have questions or concerns not addressed in this handbook. Mr. Gonzalez receives a large number of phone calls and emails on a daily basis, so please allow at least 24 hours for a response to messages.

David Gonzalez  
Director of Bands and Choir  
Google Voice Phone Number: (786) 505-6641  
dgonzalez1024@dadeschools.net

## **Program Philosophy and Objectives**

The director is committed to developing a well-rounded, expressive student musician, who demonstrates a heightened sense of personal/social skills, which include teamwork, promptness, responsibility, conduct, and effort. These students will be able to demonstrate proficiency on a wind or percussion instrument through performance and practice. They will demonstrate music literacy in relation to reading music, as well as expressive and stylistic nuance associated with a piece of music. Furthermore, students will demonstrate characteristics associated with good musicianship including, tone, posture, rhythmic accuracy, instrument care and maintenance, and social and conduct skills associated with performing ensembles. Specific classroom objectives are derived from the NAfME National Standards for Music Education and are also cross-referenced using the benchmarks outlined in the Next Generation Sunshine State Standards.

There are several key goals for student success in the Arvida Band Program. Students should:

- Perform proficiently on their instrument individually and as member of an ensemble
- Develop the ability to understand and evaluate musical performances as an informed listener
- Develop an understanding of our musical heritage and recognize the importance of music in our culture
- Develop self-confidence and self-discipline by working as a member of a team
- Build citizenship traits through mutually respectful relationships with teachers & peers
- Build a framework for the lifelong appreciation of music

## **Calendar of Events**

Along with this handbook, students and families will receive a tentative calendar for all activities for the school year. All attempts are made to provide accurate information, but some adjustments may be made during the year. Mr. Gonzalez will

provide updated information to students and parents as soon as possible should the need arise.

Students are required to participate in all scheduled band activities unless noted otherwise. Conflicts with non-school activities (sporting events, etc.) are not excusable reasons for missing a scheduled activity. Parents are encouraged to plan to resolve any conflicts with scheduled band activities.

Some individual events (All-State Auditions, Solo and Ensemble MPA, District Honor Band Auditions, etc.) allow for flexibility in scheduling for each student. Contact the director if you anticipate a schedule conflict with one of these events.

### **Absence Procedures**

Band is a performance-based class that requires the participation and attendance of every student. Unlike most other academic classes, it is not possible to make up missed content in performance-based band classes. The daily work that is done by students is in preparation for the final product — our performance of the music.

If it is necessary to miss a band event, contact must be with the director **at least 24 hours** prior to a scheduled rehearsal and **at least 3 weeks** prior to a scheduled performance. Unexcused absences may result in a lowered grade, loss of privileges, and/or reassignment to a different part or role within the band, including the role of spectator.

An absence from a performance or rehearsal will be considered excused if the absence is due to illness (doctor's note required), family emergency (illness, death, etc.), religious observance, or certain school-related schedule conflicts. Non-school activities and transportation arrangements are not considered excused absences. In case of an emergency, contact Mr. Gonzalez by phone or e-mail immediately. An email or voicemail must be received prior to the rehearsal or performance to be considered excused.

The band is an interdependent organization. Every student is important to our success, and we cannot teach an empty chair. Please do not schedule non-emergency appointments during your child's scheduled band class, rehearsal, or performance.

### **Ensembles**

- 1) Beginning Band** – This ensemble is open to all 6th-8th grade students at Arvida Middle School. No previous playing experience is required. In Beginning Band, the following instruments are offered: flute, oboe, clarinet, alto saxophone, trumpet, French horn, trombone, baritone, tuba, and percussion. Students will learn the basics of music theory, ear training, and music history.
- 2) Concert Band** - Participation in Concert Band is based on ability, needed instrumentation, and experience. Students in this ensemble have demonstrated

the skills, leadership, musicality, and dependability necessary to represent the Arvida advanced band. These students are given the opportunity to develop high standards of musicianship by playing advanced symphonic literature and learning advanced music theory, ear training, and music history concepts.

- 3) **Jazz Band** - Entrance into Jazz Band is by audition only. Students in this ensemble have demonstrated a high level of competency on their instrument and have expressed an interest in the jazz genre. The following instruments are offered in Jazz Band: Alto Saxophone, Tenor Saxophone, Baritone Saxophone, Trumpet, Trombone, Piano, Guitar, Bass Guitar, and Drum Set. Students will learn jazz specific music theory, ear training, and music history.

### **Classroom Rules and Consequences**

Rules are designed to keep our classroom a safe, happy, and positive environment for learning. Strict disciplining and immediate consequences will be implemented when rules are broken.

#### *Rules:*

1. Be prepared with an assembled instrument, all materials and an enthusiastic attitude within 10 minutes of the bell
2. Demonstrate proper netiquette on all Zoom meetings. Be mindful of language on all chats and behavior on video sessions
3. Follow directions the first time they are given
4. Respect others and their property always
5. Food and drinks are not permitted during class with the exception of water

#### *Consequences:*

1. Verbal Warning
2. Detention and Parent Contact
3. Referral

### **Rehearsal Etiquette and Classroom Procedures**

Success in performance is directly proportional to success in rehearsal. A band will never perform better than it rehearses, and efficient rehearsals will lead to successful bands. There are a number of key factors that will help ensure the success of our band program. In general, these can be summed up in one sentence:

**Always be in the right place at the right time with the right equipment and the right attitude.**

#### *Specifically:*

- Students must be present in all Zoom meetings. Students are to join with their camera ON and microphone OFF.

- Students are to always have a pencil on their stand during rehearsal to mark their music and correct errors. Mistakes are inevitable but continuing to make the same mistake repeatedly is inexcusable. Random “pencil checks” may occur at any moment
- Students are to be seated with all required materials within ten minutes of the start of class. If not, a tardy will be given. Once three tardies are accumulated, a detention will be given to the student.
- Assignments, music and other handouts will be made available before each class period. Have all materials opened on your computer or tablet ready before the start of each class. Doing so will ensure that we spend most of our time making music.

### **Grading Procedures**

Grades in Band are calculated on a 4-point grading scale and will be calculated from the following:

- Daily Assignment Grades: **25% of Grade**
  - o Weekly Practice Records, Homework Assignments, Weekly Participation
- Summative Activities: **75% of Grade**
  - o Formal Performances, Playing Tests, Written Exam

Letter grades will be assigned according to the MDCPS percentages, as follows:

- A** 90-100%
- B** 80-89%
- C** 70-79%
- D** 60-69%
- F** 59% and below

If a student receives an unsatisfactory grade on a quiz/test, they will be allowed to retake the test for a better grade if desired. Students may only retest within three days of the original test date.

### **Absent Work**

If a student is absent from school, it is his/her responsibility to ask for the work that they missed. Students will only be allowed to make up the work they missed if their absence is deemed “permissible” (excused) on an “admit” given to the student by the Main Office. As per the “Code of Student Conduct”, students have three days to make up the work that they missed. After the three days, students will receive a zero for the missed work.

### **Homework**

Students always have homework in Band. Their homework is almost always to practice material at home. On occasion, I may assign worksheets or more “traditional” homework assignments. Students who do not complete their homework the day that it is due may still turn the assignment in for partial credit. (1 Day Late = Minus 1 Letter Grade, 2 Days Late = Minus 2 Letter Grades, 3 Days Late = Zero Credit Given).



## **Required Textbooks and Materials**

Students are to bring their instrument and all required materials and textbooks to class every day. Failure to come to class prepared with these items will negatively affect the student's weekly participation grade.

All students:

- Pencil
- A good, working, and well-maintained Instrument and all needed supplies
- Luggage tag on case (for identification purposes)
- Appropriate folder/binder with music and paper for note taking (see below for class specific requirement)
- Black Arvida Band Polo (order form in handbook)

Beginning Band:

- Standard of Excellence, Book 1 (the red one, instrument specific)
- Black duo-tang style folder with pockets on both sides for handouts and space for paper for note taking. Sheet protectors will also be necessary for music handouts.

Concert Band:

- Bach and Before for Band (instrument specific)
- Black 1 inch three ring binder with pockets on both sides for handouts, paper. Tab dividers and sheet protectors.

Jazz Band:

- Essential Elements for Jazz Ensemble (instrument specific)
- Black 1 inch three ring binder with pockets on both sides for handouts, paper, sheet protectors and tab dividers.

## **Practice**

Students who practice effectively are successful! Every student in the Arvida Band is expected to practice daily. Before and after school rehearsals are not considered individual practice time. Students wishing to excel will naturally practice beyond minimal expectations. It is only through consistent practice that students develop their musical abilities properly.

Students will be given a practice report to be turned in with a parent signature each week. This practice report is not intended to let the director know whether a student has been practicing, as the director can usually tell by each student's performance in class whether he or she is practicing sufficiently and correctly. The purpose of the practice report is to involve the student and his or her parent in the practice process and to provide accountability for the completion of the required work. Practice reports are designed to promote quality practice and are due in class every Wednesday with a parent signature in ink. The director does wish to remind parents that

character education is a top priority in our band program just as it is for most parents at home. Please promote integrity in your child by only signing an accurately completed practice report each week.

### **Performance Requirements**

There will be performances scheduled throughout the school year should conditions surrounding COVID 19 allow. Please check the band calendar and make necessary arrangements as early as possible. Please remember that non-school activities, other than religious observances, are not excused reasons for missing a performance.

Concert performances will be graded as major test grades and will be weighted three times in the student's nine-week average. If the student is on time, dressed appropriately, has all materials, and demonstrates proper performance etiquette, a grade of 100 will be awarded. The following conditions will result in a lowering of the student's grade as indicated:

- Failure to follow performance procedures = depends on severity of infraction
- Late to warm up = 15 point reduction
- Minor attire problems = 15 point reduction
- Major attire problems = Student will not perform. Maximum grade of 50 awarded
- Missed warm up = Student will not perform. Maximum grade of 50 awarded

### **Concert Uniform**

Students in the Arvida Band Program are to be appropriately dressed in the below listed uniform for all concert performances.

#### **Formal Uniform: All Bands**

- Long Sleeved White Dress Shirt (buttoned and tucked in)
- Full Length Black Dress Pants (Girls may substitute a skirt that hits below the knees)
- All Black Socks
- All Black Dress Shoes (Girls – heels or flats only, no sandals)

#### **Informal Uniform: All Bands**

- Informal Uniform: Black Arvida Band Polo and Dark Blue Jeans

### **Concert Etiquette (assuming conditions allow for public performances)**

Concerts are the culmination of student effort and are necessary to meet state and district requirements for band. More importantly, concerts are an opportunity for students to demonstrate their talents for an appreciative audience. For this reason, it is important that both students and listeners observe appropriate concert etiquette during any musical performance. Please review the following guidelines prior to our first

concert:

- Dress appropriately for the performance. Concerts are formal events unless noted otherwise.
- Turn off all mobile phones (no texting) and other portable electronic devices during the performance.
- Food and drink should never be brought into a performance area.
- Refrain from talking while the director is on the stage.
- Only enter or leave the seating area during applause.
- Do not take flash photographs while the group is playing.
- Crying or fussy children should be taken to the lobby area.

Students and directors have worked very hard for each performance and gratefully value your approval as demonstrated by your applause. The following are some guidelines to consider in recognizing a quality performance:

- It is appropriate and polite to applaud as the conductor approaches the podium.
- During a multi-movement work, applaud at the conclusion of the final movement.
- Do not applaud for soloists during a full band concert performance; however, it is appropriate to applaud for soloists during a marching band or jazz band performance.
- Avoid shouting, heckling, or whistling during applause.

### **Care of Music**

All sheet music and books, except those bought by the student, are property of Arvida Middle School and must be treated as such. Marks may be made in **pencil only**. If a student loses or ruins an original piece of music, it is his/her responsibility to pay for a replacement.

### **Instrument Rental**

Arvida has a limited number of instruments available for student check-out. In addition, most of the instruments are also extremely old and unreliable. Therefore, it is highly recommended that students rent or purchase their own instrument. To rent from Arvida, the yearly rental fee for each instrument is \$20.00. Students may check out school instruments for several reasons, including financial need or the use of a particularly expensive or large instrument (baritones, tubas, etc.). The \$20.00 fee will be used to cover maintenance that is considered normal wear and tear. The student will be responsible for all repairs. Additionally, brass players will provide their own mouthpiece, woodwind players will provide their own mouthpiece, ligature, and reeds, and percussionists will supply their own mallets, sticks, and beaters.

### **Private Music Lessons**

It is highly recommended that students invest in private music lessons. This one-on-one, hands-on approach can help students with the intricacies and nuances of their individual instruments. For students who want to audition for magnet high schools or other opportunities, this is an absolute must! Please contact the director for a list of private lesson instructors.

### **Chaperones/Volunteers**

Anyone that wishes to help the band & choir program as a chaperone or volunteer must be a cleared, level 1 volunteer. To travel on overnight trips, a chaperone must be a cleared, level 2 volunteer. Anyone that does not possess a cleared volunteer number will not be allowed to volunteer or chaperone any school activity. Please reach out to Mr. Gonzalez for any assistance in moving forward with volunteer procedures.

### **CHARMS Music Office Assistance**

Arvida Middle School Band Program subscribes to the CHARMS Music Office Assistant software for managing various components of our music program. This software allows the director, student, and parents to track student information, forms turned in, fees paid, and much more. CHARMS is a secure program with information only accessible to the director. All of our communication will be done through Charms, so it is required that all parents/guardians log into charms to complete theirs and their student's profile. If you a returning student, please update your student and parent contact information using the instructions below. To access CHARMS, please follow the following instructions:

1. Using your internet browser, go to <http://www.charmsoffice.com>
2. On the home page click the LOGIN tab on the upper right hand side
3. Enter our school code, ArvidaMS in the space provided in the Parents/Students/Members section.
4. To access your student's account, enter your child's school ID number where it says "Student Area Password"
5. Click the "Update Info" icon at the bottom of the screen and fill in all of your student's information. Be sure to click the Update button on the left.
6. Click "Add New Adult" and fill in all of your contact information. Be sure to click the Update button on the left.

### **Music Stores and Instrument Repair**

All County Music  
17886 NW 2nd Street  
Pembroke Pines, FL 33029  
(954) 441-2263  
[www.AllCountyMusic.com](http://www.AllCountyMusic.com)

Kendall Conservatory of Music  
7153 SW 117 Avenue  
Miami, FL 33183  
(305) 274-9207  
[www.KendallMusic.com](http://www.KendallMusic.com)

Miami Music Works  
11771 South Dixie Highway  
Miami, FL 33156  
(305) 256-1655  
[www.MiamiMusicWorks.com](http://www.MiamiMusicWorks.com)

Manuel Perez Repairs  
4837 SW 75 Avenue  
Miami, FL 33155  
(305) 261-1060

Allegro Music  
6869 SW 8th Street  
Miami, FL 33144  
(305) 740-9400  
[www.AllegroMusicCenter.com](http://www.AllegroMusicCenter.com)

AS Woodwind & Brass Repairs, Inc.  
6932 NW 46th Street  
Miami, FL 33166  
(305) 591-4151  
[woodbrassrepairs@bellsouth.net](mailto:woodbrassrepairs@bellsouth.net)



# ARVIDA BANDS

## VIKING BAND PARENT ASSOCIATION

### Arvida Middle School Band and Choir Volunteer Sign Up

The Viking Band Parent Association (VBPA) is in need of volunteers for Arvida Band events and fundraisers that take place throughout the year. If you are able to volunteer, chaperone, or give us any of your time and/or talents, please fill out the form below.

Parent's Name: \_\_\_\_\_ Volunteer Number: \_\_\_\_\_

Student's Name: \_\_\_\_\_ Class Period: \_\_\_\_\_

Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Below are areas in which we will need assistance this year. Please put a check next to those for which you would be willing to help:

- Fundraising (organizing boxes, being available for deliveries/pick-ups, etc.)
- Selling Concessions at Events
- Sewing (uniform buttons, hemming, tailoring, etc.)
- Chaperoning Field Trips
- Photographing & Filming the Band at Concerts/Activities
- Artistic Ventures (advertising, logos, signs, etc.)
- Typing/Filing/Inventory Assistance
- Other: \_\_\_\_\_

Please check the times when you may be available to help. We know that work schedules can change so please just give a general idea of when is usually best for you.

	Morning	Afternoon	Evening
Monday:	[ ]	[ ]	[ ]
Tuesday:	[ ]	[ ]	[ ]
Wednesday:	[ ]	[ ]	[ ]
Thursday:	[ ]	[ ]	[ ]
Friday:	[ ]	[ ]	[ ]
Saturday:	[ ]	[ ]	[ ]



## Arvida Middle School Band Clothing Order Form

Student's Name: \_\_\_\_\_ Class Period: \_\_\_\_\_

Parent's Name: \_\_\_\_\_ Date: \_\_\_\_\_

*(Please indicate each size in the grid below)*

Item	Youth				Adult						Total Quantity	Unit Cost	Total Cost	
	S	M	L	XL	S	M	L	XL	2XL	3XL				
<b>Black Band Polo (Required)</b>													<b>\$18.00</b>	

<i>Total Due: \$</i>
<i>Check # (if paying with check)</i>

To look up sizing charts, please use the following information regarding each article of clothing:

- Adult Band Polo - 8210 - UltraClub Cool & Dry Mesh Piqué Polo
- Youth Band Polo - 8210Y - UltraClub Youth Cool & Dry Mesh Piqué Polo
- Adult Crew Neck Sweatshirt - G920 - Gildan Premium Cotton 9 oz. Ringspun Crew
- Youth Crew Neck Sweatshirt - G180B - Gildan Heavy Blend Youth 8 oz

Please be certain of your size selections as we are not able to accept any returns or exchanges!

Checks should be made payable to: Viking Band Parent Association Form & Payment  
due by **Friday, October 2, 2020.**



## Arvida Middle School Band Handbook Agreement Form



*Proficiency on a musical instrument takes time and effort. Being in the Arvida Band is not merely an "activity" - it is a lifestyle, a commitment, and an academic endeavor. You are about to embark on an exciting, important experience that you will cherish for the remainder of your life. You will make new friends, devise new goals, and enjoy success through hard work.*

*Contained in this packet are rules, guidelines, and expectations that you will agree to follow. Below you will sign a contract that will state your acceptance of the contents of this packet. Should a conflict arise between the band and another school activity, sport, community activity, or a job, you will be expected to remain committed to the band. Your grade and your band depend upon it.*

### Student Agreement:

I, \_\_\_\_\_, have read the contents of the Arvida Middle School Band Handbook and agree to all of the material therein. I understand that all expectations and consequences will be carried out, if deemed necessary. I will always give an honest effort to support the Arvida Middle School Band Program and I will be present at all required band events.

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

### Parent Agreement:

I, \_\_\_\_\_, have read the contents of the Arvida Middle School Band Handbook and agree to all of the material therein. I understand that all expectations and consequences apply to my child. I will always give an honest effort to support the Arvida Middle School Band Program and I will always provide my child with the means to attend required events.

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

[ ] My child has completed their profile on CHARMS.

Completed form and CHARMS profile due by **Monday, September 7, 2020.**