

Tualatin High School **Instrumental Music Department**
Band & Orchestra Handbook

Policies, Procedures, and Expectations
2016-2017



Reggie Stegmeier
Band & Orchestra Director
Tualatin High School
503.431.5706
rstegmeier@ttsd.k12.or.us
<http://tuhsbandandorchestra.weebly.com>

Table of Contents

Welcome Letter.....	3
Communication.....	4
Objectives.....	4
Materials Needed.....	5
Performances.....	6
Performance Dates.....	6
Retreat.....	7
Pep Band.....	7
Marching Band.....	8
Practicing.....	8
Attendance.....	8
Class Expectations.....	9
Grading Policy.....	9
Instrument Care.....	10
Uniforms & Concert Attire.....	10
Fees & Apparel Costs.....	12
Private Lessons.....	13
Letter.....	13
Parent Volunteers.....	14
BOBs.....	14
Interested in Helping Out? (must sign and return).....	15
Agreement (must sign and return).....	16

Welcome!

Welcome to the Tualatin High School Instrumental Music Department! The instrumental music department offers the following six instrumental music courses: Concert Band (9th grade), Symphonic Band (10th-12th grade or by audition), Wind Ensemble (audition only), Jazz Band (9th-12th grade), Orchestra (9th-12th grade) and Chamber Orchestra (audition only). In addition to the six instrumental music classes offered during the school day, there is pep band, for home football and basketball games, marching band, and pit orchestra for the annual Tualatin High School musical.

I am thrilled to be back for my fourth year teaching band and orchestra here at TuHS and I am really looking forward to building on the energy and enthusiasm that has been infused into the program the last three years. Over the past three years we have continued to experience tremendous growth within the program. This fall we will have nearly 290 students enrolled in the instrumental music program at TuHS.

In 2009 I graduated from Portland State University with a Master's Degree in Education. My Bachelor's Degree is in Music Education. In June of 2013 I completed my tenth season as the director of The Canby Community Orchestra. From 2012-present I have been an instructor at Youth Music Project. Outside of my formal teaching responsibilities I give voice and instrumental music lessons privately, and perform vocally and instrumentally on a regular basis.

During evenings and weekends, I enjoy spending time with my wife and three small children. I'm also actively involved in church work and enjoy directing our youth choir, composing, arranging, singing and playing bass in a southern gospel quartet, and frequently speaking at religious gatherings.

My 2016-2017 Teaching Schedule:

“A” Days:

- 1: Prep
- 2: Wind Ensemble
- 3: Symphonic Band
- 4: Concert Band

“B” Days:

- 5: Orchestra
- 6: Prep
- 7: Jazz Band
- 8: Chamber Orchestra

Communication

Since the bands and orchestra are involved in so many events throughout the school year, it will be crucial that we maintain a constant channel of communication. I will rely on notes sent home, emails sent through Synergy, our online grading system and other social media outlets including our band & orchestra website:

<http://tuhsbandandorchestra.weebly.com/>

Please refer to our website on a weekly basis for updates!



Tualatin High School Band & Orchestra!

Home Director BOBs Concert Dates Contact more...

Announcements & Upcoming Performances:

2015 Football Season (All band students are required to play at all home games! Exceptions to this will be handled on an individual basis.):

Friday, September 18th, PEP BAND, 6-9:30
 Friday, September 25th, PEP BAND, HOMECOMING, 3-9:30
 Friday, October 9th, PEP BAND, 6-9:30
 Friday, October 30th, PEP BAND, 6-9:30, w/HAZ MS, HALFTIME SHOW

Objectives

It is our goal at Tualatin High School to provide our students with as many rich and diverse musical experiences and opportunities as possible. Students will perform a wide range of literature in a variety of musical settings. They will perform on their instrument, alone and with others, a varied repertoire of music (1)¹. Students will read and notate music (5). They will listen to, analyze, and describe music (6). Students will evaluate music and music performances (7). They will better understand relationships between music, the other arts, and disciplines outside the arts (8). Finally, students will understand how the music they play relates to history and the culture it was written about (9).

¹ National Standards for Music Education

Materials needed for band

- An instrument
 - Please see Mr. Stegmeier with questions about renting an instrument. There are a limited number of instruments that can be rented from the school for the year. You will need to fill out an instrument rental agreement. The rental fee is \$150. If you rent more than one instrument, the 1st instrument is \$150 and the 2nd instrument is \$75. This must be paid to Mrs. Deluca in the main office before or during the first week of school. Percussionists are required to pay this fee as well. This helps with repair costs.
- A tuner
 - There are tuners provided in class, however, it would be beneficial to purchase one to use at home when you practice.
- Five sharpened pencils (used to mark your music)
- Valve oil, mouthpiece-cleaning spray, etc. (the extras you need to maintain your own instrument)

Materials needed for orchestra

- An instrument and a bow
 - Please see Mr. Stegmeier with questions about renting an instrument. There are a limited number of instruments that can be rented from the school for the year. You will need to fill out an instrument rental agreement. The rental fee is \$150. This must be paid to Mrs. Deluca in the main office before school begins or during the first week. Cello and bass players who use a school instrument at school and their own personal instrument at home ARE STILL REQUIRED TO PAY THIS FEE. This helps with repair costs.
- Rosin and a cleaning cloth
- A tuner
 - There are tuners provided in class, however, it would be beneficial to purchase one to use at home when you practice.
- Five sharpened pencils (used to mark your music)

Performances

Please mark your calendars and make plans to attend ALL performances! Unless prior arrangements are made with Mr. Stegmeier, you will be expected to be at every performance. Students will receive a grade for their attendance at these events. Should an emergency arise, and you are unable to attend a performance, please contact Mr. Stegmeier to arrange for a make-up assignment.

2016-2017 Performance Dates:

Saturday, October 15th, The Pumpkin Regatta Festival, Tualatin, 1:40-2:00 p.m. (more info. to come later)
 Friday, October 21st, marching band fall field show, 7:00 p.m.
 Saturday, October 29th, band performs at Linfield College football game (more info. to come later)
 Thursday, November 3rd, Jazz Band performs at Twality MS Dessert Night! 7:00 p.m.
 Tuesday, November 15th, Three Rivers League Jazz Festival. West Linn HS, 2-6:30 PM
 Monday, December 12th, Winter Orchestra Concert, 7:00 p.m., TuHS Auditorium
 Tuesday, December 13th, Winter Band Concert, 7:00 p.m., TuHS Auditorium
 Jan. 13th-15th, OMEA All State, Eugene, OR
 Friday-Sunday, January 20th-22nd, Shrek the Musical, 7:00 p.m., (2:00 p.m. on Sunday)
 Friday-Sunday, January 27th-29th, Shrek the Musical, 7:00 p.m., (2:00 p.m. on Sunday)
 Saturday, March 4th, OMEA District 14 Solo and Ensemble Festival, West Linn High School, All Day
 Tuesday, March 14th, Wind Ensemble, Festival @ Clackamas Community College, 1:30-6:00 p.m.
 Friday-Sunday, March 17th-19th, Wind Ensemble & Chamber Orchestra Retreat, Eagle Fern Camp, Estacada
 Thursday, April 6th, Spring Band Concert, 7:00 p.m., TuHS Auditorium
 Friday, April 7th, Spring Orchestra Concert, 7:00 p.m., TuHS Auditorium
 Saturday, April 8th, Chamber & Symphony Orchestra Festival @ Clackamas Community College, Time T.B.D.
 Tuesday, April 11th, Three Rivers League Band Festival, at Tualatin HS, 2-6:30 PM (perform @ T.B.A.), Wind Ensemble
 Thursday, April 13th, Three Rivers League Orchestra Festival, at West Linn HS, 2-6:30 PM (perform @ T.B.A.), Chamber Orchestra & Symphony Orchestra
 Thursday, April 20th, Three Rivers League “2nd Band Festival” at West Linn HS, Concert Band & Symphonic Band, (Time T.B.D.)
 Date T.B.D., “Cadet Orchestra Festival” at TuHS, orchestra, (Time T.B.D.)
 Saturday, April 29th, state solo competition, more info. to come later
 Tuesday, June 6th, Band & Orchestra Pops Concert, 7:00 PM, TuHS Auditorium
 Saturday, June 10th, Grand Floral Parade, (Time T.B.D.), All Bands
 Saturday, June 10th, Graduation, Memorial Coliseum, Portland, 7:00 p.m., Symphonic Band & Wind Ensemble (no seniors)

Additional dates will be added at a later time. All events are subject to change.

Marching Band

There will be several marching band practices and events throughout the year that all Concert Band, Symphonic Band and Wind Ensemble students will be required to participate in. If you play a non-marching instrument, there are other ways you can participate in these marching events. There is an informal apparel cost that will need to be paid at a later date. More information will be sent out later. See “Fees & Apparel Costs” (p. 10) for more details.

Color Guard

Color guard will meet during marching season. If you’re interested in participating in color guard (flag team) please notify Mr. Stegmeier.

Practicing

“Perfect practice makes perfect!”

Consistent and habitual practice will be required in order to progress at a satisfactory level in the mastering of your respective instrument. It has been wisely noted, “We are what we repeatedly do. Excellence then, is not an act, but a habit.” Practice logs will be required for all students!

Practice recommendation: 30 minutes of practice on your instrument five days a week is recommended. This time can be broken up into smaller fragments such as three periods of ten minutes.

Remember, quality not quantity is what counts. Often more is accomplished by carefully rehearsing ten measures of music, than is accomplished by simply playing through an entire piece of music five times and then moving on to something else. Spend your time on what needs fixed, not on what you already have mastered.

Attitude and Attendance

“Attitude is a little thing that makes a BIG difference!”

The majority of your grade will be based on your positive and congenial attitude and your faithful attendance. You are part of a team! It’s hard to contribute and learn without being present with the other team members and contributing in a positive way! It is also difficult to shape and mold the sound of the group when you are absent.

We will follow the Tualatin High School attendance policies. Please refer to your Tualatin High School handbook with questions. Sickness and other legitimate circumstances that are beyond your control will be taken into consideration when

determining your final grade. Make-up assignments will be available to those students who are excused from a performance or other required event.

You will be expected to communicate in advance to your teachers when activities and/or scheduled performances and competitions with your musical group take place during the school day and require you to miss another class. You will need to fill out a prearranged absence form at least a week ahead of the musical event. You will also need to make arrangements to take a test or quiz that you missed or are going to miss at another time. All missed class work will need to be turned in to your teachers in a timely manner.

Attendance at all concerts is mandatory! If you know of a conflict in your schedule with one of the concerts, please notify Mr. Stegmeier as soon as possible. Out of respect for your peers, please plan to stay for the entire performance.

Class Expectations!

- Arrive on time! (Please see the tardy policy in the student planner, pp. 14-15)
- Have a good attitude!
- Demonstrate the three rules at TuHS: be respectful, be safe, and be responsible!
- Demonstrate a desire to learn new things.
- Be prepared! This means you have your instrument, music and pencils at every rehearsal!
- **NO CELL PHONE USE DURING CLASS!!!** When the bell rings, your cell phone must be put away. Failing to follow this rule will result in your cell phone being taken away. Please refer to your student planner for our school cell phone policy. (p. 12)

Grading Policy

The following three guidelines will comprise the majority of your final grade: attendance, attitude, and effort!

Written assignments, performances, and practice reports will also factor into your final grade. If you follow the rules mentioned above under “class rules,” and show progress through the course of the semester, you will earn an A!

Grade breakdown (percentages are approximate):

- *70% Attendance (class & performances), attitude, and effort
 - *15% Assignments and tests
 - *15% Practice reports
- (These numbers are estimations.)

Instrument Care

Instruments are fragile and extremely expensive. Students are responsible to maintain, care for, and preserve the condition of their instrument. If an accident happens with the instrument, students must take responsibility for that instrument, and communicate and work with their parents/guardians, and Mr. Stegmeier to resolve the issue.

Do not leave your instrument in a vehicle overnight. The change in temperature can cause serious damage to your instrument. Finally, make sure to keep your instrument in a safe place at all times. Lockers are provided in the band & orchestra room to secure your instrument during the school day.

Uniforms & Concert Attire

All band and orchestra students will be required to wear the appropriate dress for each concert. All items minus the dresses will be purchased through Mr. Formal Tualatin. **Order forms are due this Friday, September 16th! The order form is attached.**

Formal Concerts (please see the order form to place your order):

Concert Band & Symphonic Band:

- Girls
 - White Pleated Tuxedo shirt – Full collar
 - Burgundy long tie – (pre tied)
 - Black pants or long black skirt – (no leggings, yoga pants or capris)
 - Black socks and shoes - (long socks – no anklet or no show socks)
- Boys
 - White Pleated Tuxedo shirt – Full collar
 - Burgundy long tie – (pre tied)
 - Black pants
 - Black socks and shoes - (long socks – no anklet or no show socks)

Wind Ensemble:

- Girls
 - Concert Dress – (purchased through the school; **USED DRESS SALE THIS THURSDAY, 6-8 PM, BAND ROOM**)
 - Black shoes
- Boys
 - Black Tux – (purchased through Mr. Formal)
 - White Pleated Tuxedo shirt – Full collar

- Burgundy long tie – (pre tied)
- Black socks and shoes – (non-shinny shoes) - (long socks – no anklet or no show socks)

Jazz Band:

- T.B.D.

Orchestra:

- Girls
 - White Pleated Tuxedo shirt – Full collar
 - Black pants or long black skirt– (no leggings, yoga pants or capris)
 - Black socks and shoes- (long socks – no anklet or no show socks)
- Boys
 - White Pleated Tuxedo shirt – Full collar
 - Black pants
 - Black socks and shoes - (long socks – no anklet or no show socks)

Chamber Orchestra:

- Girls
 - Concert Dress – purchased through the school; **USED DRESS SALE THIS THURSDAY, 6-8 PM, BAND ROOM)**
 - Black shoes
- Boys
 - Black Tux – (purchased through Mr. Formal)
 - White Pleated Tuxedo shirt – Full collar
 - Burgundy long tie – (pre tied)
 - Black socks and shoes – (non-shinny shoes) - (long socks – no anklet or no show socks)

Tualatin High School Band and Orchestra Concert Attire Price List
Mr. Formal – Tualatin location – 19285 SW Martinazzi Ave – (971) 224-4341

Concert Shirt & Tie:

Pleated Tuxedo Shirt - Full collar (white)	\$20.50 ea.
Polyester Burgundy long tie (pre tied)	<u>\$15.00 ea.</u>
Total:	\$35.50 ea.

Tux Package- Polyester: (Polyester is a lighter weight fabric that is not as hot as Wool. Still durable when taken care of properly.)

1 button jacket (100% polyester)	\$90.00 ea.
Pleated or flat front pants–adjustable (poly)	\$26.00 ea.
Pleated Tuxedo Shirt - Full collar (white)	\$20.50 ea.

Polyester Burgundy long tie (pre tied)	\$15.00 ea.
Pant alterations	\$5.00 ea.
Garment carrying bag	<u>\$2.50 ea.</u>
Total:	\$159.00 ea.

(Without shirt and tie: \$123.50 ea.)

Tux Package - Wool:

1 button jacket (100% wool)	\$145.00 ea.
Pleated or flat front pants-adjustable (wool)	\$70.00 ea.
Pleated Tuxedo Shirt - Full collar (white)	\$20.50 ea.
Polyester Burgundy long tie (pre tied)	\$15.00 ea.
Pant alterations	\$5.00 ea.
Garment carrying bag	<u>\$2.50 ea.</u>
Total:	\$258.00 ea.

(Without shirt and tie: \$222.50 ea.)

Previously Worn Tux – Wool:

1 button jacket (100% wool)	\$74.95 ea.
Pleated or flat front pants-adjustable (wool)	\$25.95 ea.
Pleated Tuxedo Shirt - Full collar (white)-new	\$20.50 ea.
Polyester Burgundy long tie (pre tied)	\$15.00 ea.
Pant alterations	\$5.00 ea.
Garment carrying bag	<u>\$2.50 ea.</u>
Total:	\$143.90 ea.

(Without shirt and tie: \$108.40 ea.)

Dresses: To be purchased through Tualatin High School this Thursday from 6-8 PM in the band room!

Informal Concerts:

Students will wear their tee shirts at most informal events. See “Fees & Apparel Costs” below for more details.

Fees & Apparel Costs

(Please see the bookkeeper in the main office if you need help with any of these fees)

All fees should be paid to Mrs. DeLuca, the bookkeeper, in the main office.

Instrument Rental:

See pg. 5, “An Instrument”, for more information about instrument rental costs.

For all students who borrow or use a school instrument, there is a **\$150 rental fee** for the year to help defray the costs of maintaining that instrument. All percussionists, cello and bass players are also required to pay this fee. There are also fees for the different optional conferences (All State, All Northwest, etc.).

Band Contribution:

\$50 needs to be paid to the bookkeeper by this Friday, September 16th. This contribution covers the following (This is in addition to the performing arts fee that was paid at registration):

- Pizza and water for home football games on these dates (Sept. 16th, 30th, playoffs T.B.D.) (\$7)
- Parade supplies including: gloves, water, snacks (\$5)
- *Band tee shirt for homecoming parade and pep games (\$8)
- Band sweat pants (\$25)
- Marching uniform cleaning (\$5)

*We will use the same tee shirt as we did the last two years. If you do not need another band tee shirt, the contribution is \$42 instead of \$50 paid to the bookkeeper.

Orchestra Contribution:

\$20 needs to be paid to the bookkeeper by this Friday, September 16th. This contribution covers the following (This is in addition to the performing arts fee that was paid at registration):

- A new orchestra shirt to wear at informal performances. (\$14)
- Snacks and water for bus trips to festivals and other performances (\$6)

Performing Arts Fee: **\$20.00 per year, \$10 per semester.** All students must pay this fee to the bookkeeper. This money is spent on non-consumable items that benefit the students like purchasing new music.

Private Lessons

Private lessons on your respective instrument are highly encouraged! There is much gained from having a professional on your instrument work with you one-on-one. Please see Mr. Stegmeier if you want a recommendation for a private instructor. It's important that you find a good teacher who comes with a recommendation.

Band & Orchestra Letter

Students have the opportunity to earn a letter in band and/or orchestra for their lettermen's jacket. You need 150 points to letter. This is accumulated in the following ways. 10 points for each of the following activities: pep band games, solo & ensemble festival, other festivals, & marching band performances. Advanced Orchestra students

may earn a letter by attending the retreat, participating in the solo & ensemble festival, competing at league and at all other festivals.

Parent Volunteers

Parents, we rely on you as our main source of support and assistance with our many activities and events throughout the year! There will be many ways you can get involved and help support your child and the instrumental music department at Tualatin High School. We are always looking for help with fundraising, concert planning, and help at our many concerts and events. Please let us know how you can help.

BOBs (Band & Orchestra Boosters)

Our Band & Orchestra Boosters are responsible for raising money and overseeing and planning our many events throughout the year. This year we are so fortunate to have another outstanding board.

2016-2017 Board Members:

Brian Diede, President
Jackie Dannemiller, Vice-President, Volunteer-Coordinator
Melissa Burton, Secretary
Jeannine Traynor, Treasurer
Lori Pratt-Hughes, Special Projects
Kathy Williams, Marching Uniforms
Joanne Roth, Concert Uniforms

Monthly meetings:

The board meets on the second Monday each month at 7:00 p.m. in the band & orchestra room at Tualatin High School. Parents are encouraged to attend these meetings. We are always looking for more parents to help oversee events. If you are interested in getting involved with the boosters it's not too late. The next board meeting will be on Monday, September 19th at 7:00 p.m. All are welcome to attend that meeting.

RETURN THIS PAGE!

Please detach this page and return it to Mr. Stegmeier for 100 points by Friday, September 16th. This page will go to our boosters board members who are charge of our events.

Interested in Helping Out?

If you are interested in assisting the bands and orchestras at Tualatin High School, please indicate below in which capacity you can help:

- Publicity
- Chaperoning field trips
- Fundraising
- Concerts (usher, concessions)
- Chaperoning and serving food to students at pep games
- Picking up pizza and water from Costco for pep games
- Event planning
- Volunteering at concessions at sporting events (help raise money for the instrumental program)
- Oversee the flag team for marching band
- Help with the Homecoming and/or the Grand Floral Parade
- Serving on the BOBs (Band & Orchestra Boosters) board

This information will be given to our booster board members

Parent name (first/last) _____

Parent current email address: _____

Parent phone # (Home): _____

Parent cell #: _____

RETURN THIS PAGE!

Please detach this page and return it to Mr. Stegmeier for credit by Friday, September 16th.

I have read the policies and expectations of band/orchestra and understand what Mr. Stegmeier expects from me this year. I will do my best to meet these expectations.

Student Name Printed _____

Student Name Signature _____

Date _____

I have read the policies and expectations of band/orchestra and understand what Mr. Stegmeier's expectations are for my son/daughter this year.

Parent/Guardian Name Printed _____

Parent/Guardian Signature _____

Date _____

Parent/Guardian Cell Phone Number _____

Parent/Guardian Email _____

Please check and fill in all of the following lines that apply to you:

_____ Yes, I paid my \$150 school instrument rental fee at registration.

_____ I have my own instrument that I will bring to class.

_____ I will be renting my own instrument from Tigard Music or another music store.

Put the instrument # here if you are renting a school instrument _____.

Put the locker # here if you are storing your instrument in a locker at TuHS _____.