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# **The 2009- 10 Boca Raton Community Middle School Band Handbook**

## **Introduction**

Welcome to the Boca Raton Middle School Band program! Congratulations on your decision to be a member of one of the best middle school bands in Florida. Through dedication, devotion and hard work, you/we will continue the tradition here at Boca Middle. This booklet has been designed to answer most of your questions regarding the music department. The guidelines established in this booklet are ones that are necessary and essential to a successful program. Both parents and students are urged to become familiar with this handbook. By carefully reading the entire manual, you will avoid possible conflicts or problems with the rules and policies.

## **Useful contact information – please keep this**

Boca Raton Middle School 416-8700

Band room 416-8732

E-mail – <mailto:fraley@mail.palmbeach.k12.fl.us>

Boca MS band web site – <http://www.palmbeach.k12.fl.us/bocaratonMS>

District 14 Band web site <http://www.pbbandcamp.org/fba>

Florida Band Masters Association <http://www.flmusiced.org/fba>

All County Music 1800-3MUSIC7

Music Man Inc. 1800 – 785-5367

Jim St. Clair – Private instrument repairman 18<sup>th</sup> St. Boca Raton 367-7828

## **PHILOSOPHY OF THE BRCMS MUSIC DEPARTMENT**

Boca Raton Middle School's philosophy calls for a comprehensive program with the involvement of children of all ages in learning music. Our goal is to build a vital musical culture and an enlightened musical public. We strive to develop programs of music instruction challenging to all students, whatever their socio-cultural condition. We aim to develop programs of study that correlate performing, creating, and listening to music while encompassing a diversity of musical behaviors and cultures. We also strive to advance the teaching of music of all periods, styles, forms, and cultures.

### **The Boca Raton "Cobra" Bands**

#### **Beginning Band**

Beginning band is open to any student in grade 6,7,8. There is no need for prior musical experience. Students do not need to know how to read music to join at the beginning level. The only requirement is the sincere desire to learn how to properly play a musical instrument and perform in a band. Beginning band members perform in two large concerts - Winter and Spring. Beginning Band may also perform for the 5<sup>th</sup> grade recruitment concerts in the spring.

**Concert Band** – Concert Band is for 7<sup>th</sup> grade students who have successfully completed Standard Of Excellence Book 1.

Concert band members will perform in the Winter and Spring Concerts. Concert Band members may also participate in the FBA Solo & Ensemble Festival in February and in the Music Performance Assessment Concert in April provided they are able to perform the selected music to the satisfaction of the Band Director. Occasionally extra rehearsals maybe called before important performances, these extra rehearsals are mandatory. Advance notice will be given.

**Symphonic Band** – Symphonic Band is open to qualified 7<sup>th</sup> & 8<sup>th</sup> grade band students who have successfully completed the Standard Of Excellence Book 2 and who can perform all 7 major scales and chromatic scale. The group is the premier music ensemble at Boca Raton MS and all students are expected to perform and behave accordingly.

Symphonic Band members will perform in the Winter and Spring Concerts. Symphonic Band members also participate in the FBA Solo & Ensemble Festival in February and in the Music Performance Assessment Concert in April provided they are able to perform the selected music to the satisfaction of the Band Director. Occasionally extra rehearsals and performances maybe added. These extra rehearsals/performances are mandatory and advance notice will be given. Symphonic Band members also may perform in Elementary recruitment concerts at local Elementary feeder schools and a trip/performance to Disney World/or similar has been a long tradition.

#### **JAZZ BAND**

Jazz Band is an elective group that meets before or after school from the end of September - December. Admission into Jazz Band is considered an honor and will take place during the first few weeks of school. Placement is based on instrument, ability and attitude. The weekly rehearsal day and time will be Wednesday mornings from 8- 9:20 AM. It is imperative that once selected for Jazz Band, students make every effort to be early for set up and warm up. A total commitment is needed by every student and tardy or missed rehearsals will mean dismissal from the group. Instrumentation for Jazz Band is: 5 trumpets, 4 trombones/baritones, 5 saxes, (2 alto, 2 tenor and 1 baritone) piano, bass and 2 percussionists.

## **ATTENDANCE**

Attendance for ALL REHEARSALS and ALL PERFORMANCES is absolutely required. Only in the case of an extreme emergency will excuses be granted. If a performance must be missed, 4 weeks notice must be given. An unexcused absence will constitute denial of future performances (alternate status); field trips and an F will be given. A yearly schedule is enclosed and please schedule family trips, vacations, work, etc. around it. Last minute emergencies must be handled by calling Mr. Fraley ([Fraleym@mail.palmbeach.k12.fl.us](mailto:Fraleym@mail.palmbeach.k12.fl.us)) or 416-8700, band room direct 416-8732. Each member is critical to the total performance. Any absence hurts the entire group unjustifiably. Performances are equal to major exam grades. Please note: Occasionally we may schedule extra night rehearsals when preparing for a concert, these rehearsals are not optional and advance notice will be given.

## **TARDY**

Promptness is a virtue that music students must learn. It is essential that the student consult the yearly schedule and updates to determine what time he/she should be at a rehearsal or concert. Parents, please make every attempt to pick up your child at the appropriate pick up time(s) and please do not ask to take your child early from a performance or event unless ABSOLUTELY necessary and arrangements have been made in advance.

## **PRACTICE**

Practice is essential for improvement and success. Some students will progress faster than others and their practice habits may reflect this. The practice routine should be in a quiet place, where the student will not be interrupted. If approached with the right attitude, practice should be fun and consist of scales or rudiments, current music being played in class, sight-reading, and method book review. Save fun or favorite music until the end as a reward. The average practice time should be AT LEAST 30 minutes with no disturbances. Remember, your practice habits will directly effect your grade and performance standards.

## **Point system and extra credit opportunities**

Throughout the school year students will have many opportunities for extra credit. Every student starts with 100 basic points and either adds or subtracts accordingly, see below. Bonus points do not carry over from quarter to quarter. This grade is in addition to practice sheet grades, playing tests and growth.

A= 90+ points  
B= 80-89 points  
C=70-79 points  
D= 60-69 points  
F= 59 or less

Attending a summer band camp +15  
Audition and or make All State Band +5/+15  
Audition and or make All District +5/+15  
Superior Rating at Solo/Ensemble +10  
Attend a musical performance outside of school +5  
Outstanding fundraising efforts (varies)  
Dressed properly for concerts +5  
Wearing S&E and MPA medals on band shirt for concerts +5  
Instrument, music, reed, supply inspections +5  
Outstanding attitude/spirit +10  
Taking private lessons on your band instrument +15  
Assisting the Director (varies)  
Service/volunteering to assist the band (varies)  
-file music  
-copy music

- Clean band room
- assist others

Miscellaneous (as approved by the band director) (varies)

### **Point system deductions**

- Failure to appear for a performance -40
- Missed performance with prior notice given -10
- Missed rehearsal -15
- No gloves for school owned brass instruments -5 per infraction.
- Not knowing music -5 per infraction
- Not having music, supplies, or pencil -2 per infraction
- Not having instrument, equipment for rehearsal -5
- Not having instrument, equipment for a performance -15
- Improper uniform for a performance -5/-15
- Tardy for a band event/class -2 per infraction
- Lost practice sheet-2 per infraction
- Poor attitude/lack of effort -2/-5
- Leaving instrument, folder, locker, or equipment out of place -2
- Gum in band room or while playing -2 per infraction.
- No spit rag, sticks, 3 working reeds -2 per infraction.

### **ALTERNATE STATUS**

Students who for one reason or another cannot properly play their music or have behavior problems may be placed on alternate status and be ineligible for concerts and other band activities. Our end of the year trips are rewards for hard work, good behavior and outstanding musicianship. Failing to adhere to the above by earning a 1 or 2 in conduct or a D or F in music will forfeit your right to go on these fun and educational trips and or concerts. At the sole discretion of the band director, students maybe scheduled for mandatory after school lessons until they can bring their performance up to acceptable levels. While this is very rare, students who can not/will not be positive productive members of the band will be permanently dismissed from the group.

### **SPORTS AND OTHER ACTIVITIES**

Students are encouraged to participate in a wide variety of sports and other activities. Being involved in band or music will not interfere with sports or any other activity. If a conflict occurs, Mr. Fraley, the student, and the other party will get together and resolve the situation in the best interests of the student and the programs. We have never had a problem that could not be worked out to everyone's satisfaction!!!!

### **MUSIC**

All students are REQUIRED to maintain a 3 ring binder with all of their music and music book hole punched. If band music lost, damaged, or not returned, students will reimburse the music department for replacement.

### **BAND UNIFORMS**

The official concert uniform for ALL 6, 7, & 8th grade band students is simple, easy and **should not be accessorized**. The concept of a concert uniform means everybody looks the same. The uniform is the Boca Raton Middle School Band green polo shirt (tucked in) and plain black pants with black belt or KNEE length skirt with **black** socks and shoes or sneakers. Plain black pants/skirt do **NOT** include jeans, denim, shiny fabrics, spandex, hip huggers, shorts, Capri length, bell-bottoms, leather or leather like fabric, dance pants or accessorized pants. The shirt can be purchased for \$21, check payable to BRCMS. The shirt has been completely redesigned and they are fitted wet-dry male/female sizing, so they should fit much better than in the past. FBA medals and Honor Band patches should also be worn on your uniform whenever we

perform. All other school dress code policies will remain in effect, especially concerning jewelry and extreme hairstyle. The shirt order deadline is 9/4/09. Parents are reminded that the band shirt can be worn as part of the regular school dress code. The band uniform will not change, so once purchased it can be worn until it's outgrown. Black shoes are required for all performances.

### **SECTION LEADERS/ FIRST CHAIR**

Section leaders are selected in concert & symphonic bands by the chair seating placement tests that may be given every 9 weeks. Remember musicianship, leadership, discipline and dedication, are all included in the 9 week test results. It is the section leaders' responsibility to always set the finest example in all respects. Further, the section leader is expected to call his/her section together for additional after school rehearsals (when necessary) and aid in instruction. These extra rehearsals will be graded events and are mandatory. Advance notice will always be given.

### **SCHOOL OWNED INSTRUMENTS**

A school owned instrument may be provided (limited inventory) to those students playing **large** background instruments like Tuba, Baritone, Alto Clarinet, Bass Clarinet, French Horn, etc.. In order to rent a school owned instrument the inventory/responsibility form must be filled out and signed by the student and parent(s). If a student abuses a school instrument, it is the parent(s) or guardian(s) responsibility to repair or replace the instrument. Cleaning cost for yearly use of a school instrument is \$50, payable to Boca Raton Community Middle School **at the beginning of the school year.**

### **PRIVATE LESSONS**

Many parents are interested in having their child take private instruction. This is an excellent idea for the student who is having trouble and needs the extra instruction, or for the student who has the desire to excel to higher levels. Private instruction is highly recommended and encouraged. Contact me directly for more information on qualified teachers in the area.

### **CHALLENGES**

Throughout the school year, a student in concert or symphonic band may challenge another student for chair position within his/her section. This competitive spirit is encouraged. The student should fill out the challenge form and challenge the student one seat up from him/her. The challenge will consist of scales, sight-reading and the selected challenge piece. A re-challenge may be made by the loser of the challenge and the rules are the same. After the re-challenge, the student's position is set for the quarter unless he/she is challenged by a student below him/her in the section. Chair positions **may be** re-evaluated by the Director at the beginning of each 9-week quarter.

### **AWARDS**

The following awards may be given:

1. Band Directors Award for Band
2. Section Leader Recognition
3. Officers Recognition
4. Most Improved
5. Outstanding Beginning Band Student(s)
6. Outstanding 7th grade band student(s)
7. Outstanding 8th grade band student(s)
8. Outstanding Music Student
9. Solo & Ensemble Recognition

### **ELECTIONS FOR OFFICERS**

Band Officers are elected by their peers and are always expected to set the finest possible example. Elections will be held at the beginning of the year.

President/ Assistant to the Director  
Manager

Librarian/Secretary  
Historian  
Student Conductor

### **CHAPERONES**

Chaperones have given of their free time to assist you on trips and performances. Be friendly to them and above all, obey their decisions and requests. Make them proud to associate with the BRCMS Band.

### **BRCMS BAND HELPERS**

As you can see we have some big plans for this year and beyond but we can't do it without you! If you are interested in helping this year please circle the events on page 19 and return with all of the other forms. I will collect all names and call on those parents when needed. The middle school years are very important and I hope you will volunteer to help and stay involved in your child's education. The main purpose of the group is to chaperone, help at concerts, field trips and fund-raisers. Again, I urge you to become involved; we cannot do it without your help!!! See p.19 to sign up.

### **MUSIC ROOM**

Our music room is a fine facility and is under the jurisdiction of the Director and Band Manager. The room must always be kept neat, clean, and pleasant. This means that YOUR instrument, music, storage space, and seat area must be tidy. Further, the equipment in the music room is yours to use, please treat it with respect and care. Organization is the key! Students are NOT allowed to leave their instruments in the band room over the weekends. Additionally, do not leave valuables in the case (including boxes of reeds) or outside books and homework. For security reasons, the band room is off limits to non-band students.

### **DROPPING OF BAND**

Band is an elective, however, a student who signs up for band may wish to drop it for one reason or another (this is extremely rare) and may only be done the first week of school. After the first week, a commitment to band will be for an entire year. I cannot emphasize enough; the necessity of parents teaching their children to follow through with a commitment.

### **VIOLATION OF SCHOOL OR BAND POLICIES (extremely rare)**

If a student is in violation of any school or band policy while on a field trip or at a concert/event, he/she will be dismissed from the event and the parents will be contacted and expected to pick their child up. Upon returning home the student will be referred to the administration at the earliest possible date.

### **MUSIC DEPARTMENT GRADING POLICY**

40% of your grade will be based on home practice sheets, quizzes, teacher evaluations and musicianship playing tests. **Practice sheets will be checked every week** on Monday. Grading is as follows; A+ = 3 hours or more, A = 2 1/2 hours, B= 2 hours, C = 1 1/2 hour, D = 1 hour, F = 0 hours. Additionally, 40% of your grade will be based on the point system explained on p. 4. Remember **all performances are mandatory**, as the State of Florida Department of Education has a performance requirement for musical groups. Please plan yearly family events around the school/band calendar. Finally, 20% of your grade will be based on daily participation, growth, attitude and spirit.

### **ALL-STATE & HONOR BAND**

Palm Beach County students have a long history of excellent representation in these very select groups. Audition dates and materials will be available in the late spring of every year. All-State auditions are held at the beginning of the school year. Students can be selected by audition or teacher nomination. Honor band auditions are held in April.

## **Band Supply List**

1. A quality instrument in good working condition, proper reeds, mouthpiece, oil, sticks and cleaning kit. Oboe and bassoon players please do not buy store reeds - order them from the vendors I recommend (Stellar Oboe products [www.oboe.net](http://www.oboe.net) and [www.forrestsmusic.com](http://www.forrestsmusic.com)). Clarinet and Saxes please use Mitchell Lurie, Vandoren or La Voz reeds. Percussion players please use Vic Firth SD1 General sticks or SD1 Jr's for small hands.
2. All 7th and 8th grade students should consider buying an advanced mouthpiece (it really makes a huge difference in your sound) see recommended upgrades below.
3. Standard Of Excellence Book 1,2,3- depending on your class.
4. 4 standard #2 pencils with an eraser (mechanical pencils are NOT recommended).
5. A wire music stand for home practice and concerts.
6. Brass instruments - black cotton gloves
7. A spit rag, towel or cleaning cloth.
8. Band shirt - New orders will be taken until 9/04/09. Cost is \$21 payable to Boca Raton Middle School. Band shirts are appropriate for the school dress code. (See uniform)
9. Consider buying a tuner & metronome - I recommend the Korg tuner CA-30 (cost approx. \$20) and the Qwicktime metronome QT3 (cost approx. \$16)
10. 3 ring binder and plastic slipcovers to keep music organized and neat.

### **Recommended instrument list:**

**Oboe:** Renard/Fox, Vito, Yamaha issued with 2 medium soft reeds cane reeds and 1 plastic reed.

**Flute:** Gemeinhardt, Yamaha, Armstrong, Artley, Emerson

**Clarinet:** Vito, Yamaha, Selmer/Bundy, Buffet, Armstrong, Noblet, Normandy, Artley. Vandoren B-45 mouthpiece, Rovner ligature, Vandoren #2 (beginners) #2 ½ - #3 (concert & symphonic) strength reeds.

**Alto/Tenor Sax:** Vito, Yamaha, Selmer/Bundy, Armstrong. Padded neck strap, Selmer C\* mouthpiece, Rovner ligature, Vandoren #2 ½ strength reeds.

**French Horn:** Holton, Yamaha, Conn, Bach, Selmer/Bundy. Bach 11 mouthpiece.

**Trumpet:** Yamaha, Holton, Conn, Selmer/Bundy. Bach 7c mouthpiece. Older students upgrade to a Bach 3c mouthpiece. All trumpets must have a working 3<sup>rd</sup> valve throw ring/slide.

**Trombone/ Baritone/ Euphonium:** Yamaha, Bach, Holton, Selmer, Conn, King. Bach 6 ½ AL mouthpiece.

**Tuba:** Mouthpiece Conn Helleberg

**Percussion:** Percussion Bell/Pad kit which includes a 2 ½ octave bell kit, practice pad, stand, sticks, bell mallets and a carrying case. Yamaha, Pearl, Vic Firth, Ludwig. Recommend Vic Firth sticks (SD1 Jr.) and mallets. Please label all sticks and mallets with a black permanent marker.

## **BE VERY CAREFUL WITH CHEAP OVERSEAS MADE INSTRUMENTS**

In recent years (like many other foreign made products) the market has been flooded with poorly made instruments. These inexpensive instruments do not hold up well, have little (if any) re-sale value, do NOT play in tune and reputable repair facilities refuse to service or repair them. You will not save any money. Also please be careful when dealing with e-Bay, see my recommended instrument sheet and you will be assured of buying a QUALITY instrument. If you have any questions, feel free to contact me. We both want the best instrument for your child combined with the best value for your money. You are free to patronize any store, but I highly recommend All County Music 1800-3-Music-7 and Music Man 1800-785-5367 they both deliver, service, and repair quality band instruments.

## **Boca Raton Community Middle School Band Room Guidelines & Procedures**

1. Please do not play other student's instruments. Not only will you spread germs, but often, this is how instruments are broken or damaged.
2. Unless you are a percussionist, the percussion section is off limits!
3. Please get into the habit of being quiet when the rehearsal begins and when the conductor stops conducting. When you enter the band room please get your materials ready and find your seat – try to be ready by the late bell.
4. Always respect others rights and their property.
5. You should always have at least 3 reeds that work. It is cheaper to buy a box of #2 ½, #3 strength Vandoren/Mitchell Lurie/La Voz reeds at any music store. Percussionists are expected to supply their own sticks and stick bag (Vic Firth brand are recommended).
6. Home practice is essential. You will practice! Practice journals will be checked by the Director or section leader every week on Mondays. Home practice, if approached with the right attitude, should be fun and stimulating. The satisfaction of improving and growing, as a musician should be shared with your whole family! Remember, home practice in band is just like homework in other subjects. And don't forget the proper practice routine: warm up, main objective, and fun easy music for last. Each practice session should be at least 30 minutes.
7. Your band room is a fine facility and must always be kept clean, neat and treated with respect. Please do not lean back in the chairs or **lean on the music stands.**
8. Sheet music that is passed out is very expensive and must be treated with care. A typical band arrangement costs between \$35.00 and \$75.00. Often extra parts cannot be purchased without buying the whole arrangement. As a result, you must keep your music neat and in your binder so future band students can enjoy it. Lost music will not be tolerated and you will be responsible for replacement.
9. As part of the weekly practice journal check, your folder may also be reviewed for a grade. A pencil with an eraser, along with the proper method book, handouts and music will earn an A.
10. The Directors office and music library are off limits to all students unless invited.
11. Please take the time to properly label your instrument with your complete name, address and phone number. Use a standard luggage tag, masking tape or a music store sticker.
12. If you feel you need extra help or some additional coaching see your section leader and we will schedule a time for you to come in. Please schedule in advance.
13. Because of home practice, instruments will be required to be taken on the bus. The County has very detailed rules regarding this and **UNDER NO CIRCUMSTANCES SHOULD A STUDENT HAVE A PROBLEM BRINGING THEIR INSTRUMENT HOME ON THE BUS.** In some cases large instruments may have to be strapped in. These students may opt to stay after school to practice or to take a spare school owned instrument home.
14. Always sit in your assigned seat. These seats are assigned for proper balance and blend in the band.
15. If you forget your instrument or music please make every effort to look on with another student and borrow a spare instrument from a friend or the Director. Failure to do so at the beginning of class delays the start of class and wastes time. Do not borrow one from the instrument storage room unless you ask Mr. Fraley first. If you do borrow a school instrument, please remember to return it to the proper case wiped off and clean for the next person.
16. The band room will always be open at the end of the day. You can store your instrument there, on the proper shelf. Band storage shelves are NOT for personal items and schoolbooks. It is recommended that students who are concerned about their instrument get a small combination chain/cable lock to secure their instrument. No key locks. It is suggested you share your combination with Mr. Fraley in case you forget it.
17. Every week Wednesday & Thursday the music stores come to BRCMS for repairs. Please label your instrument with a detailed description of the problem and notify the Director of the problem immediately. Students will need their OWN supply of reeds, oil, sticks, cleaning cloths, etc.... please make arrangements as needed.
18. You are to enter the band room from the hallway and not the back door or parking lot unless approved by Mr. Fraley for special events.

19. 5 minutes is usually given at the end of the band period for cleaning instruments and putting them away properly. Proper cleaning means swabbing, wiping off fingerprints, empty all spit valves, etc. Please use this time wisely. Only instruments that are clean and well maintained can play their best!! Take care of your instrument – they are expensive! This time is can be forfeited if wasted.

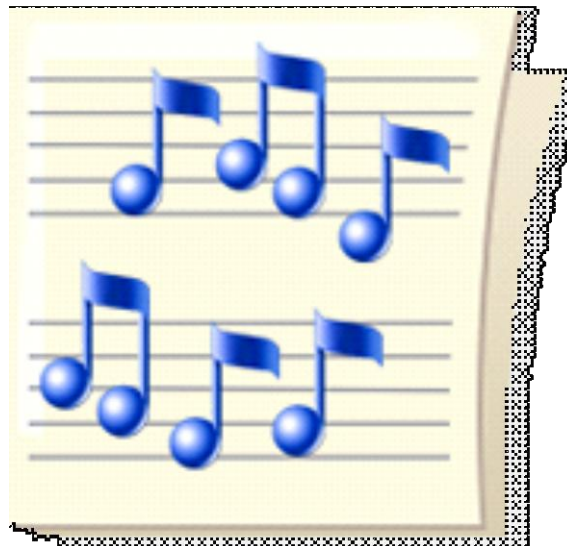
20. All instruments should be taken home over the weekend. Instruments left at school will be identified and those students will be the first students tested on Monday.

21. Please make every effort to use the rest room before or after class.

22. The music room is usually open before school for practicing and extra help. This is not a “hang out” area for you and your friends. Additionally, practice rooms should only contain 4 students – practice rooms are not visiting areas. For security reasons, the band room is off limits to non-band students. It is not implied or to be assumed that supervision will be provided before or after school or between the end of the school day and any evening events, unless specifically stated in a letter or event schedule handed out by the director.

23. We will play EVERY DAY, so please plan on bringing your instrument and supplies EVERY DAY!

24. For your health and safety – no gum or candy is allowed in the band room. It is dangerous to have anything your mouth when playing a wind instrument. Only during supervised reward parties will food/candy be allowed in the music room.



First letter last name \_\_\_\_\_  
Class period \_\_\_\_\_

**Return to Mr. Fraley**

**Boca Raton Community Middle School**  
**Student/Family Information for 09-10 School Year**

Parents please sign here and return *to confirm that you have received, read, and agree to the policies in the handbook.* Thank You!

Parent signature \_\_\_\_\_

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

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Birth Date: \_\_\_\_\_ Instrument: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City Zip

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Parent (s) name: \_\_\_\_\_ Lives with you? \_\_\_ Yes \_\_\_ No

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Does not speak English? What Language? \_\_\_\_\_

Place of Employment: \_\_\_\_\_ Position: \_\_\_\_\_

**Special Concerns:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**Boca Raton Middle School Band Shirt Order Form**

TYPE OR PRINT **CLEARLY & NEATLY**

Name \_\_\_\_\_ Male/ Female

The shirts will not be personalized this year with names and instruments, but will still have the logo.

Size XS, S, M, L, XL, XXL. These are adult sizes fitted male/female, be careful to order the correct size.

Shirts are \$21, make checks payable to Boca Raton Middle School

DEADLINE is 9/4/09 – the shirts are of high quality and can be worn as part of the regular everyday “dress code” at BMS and of course at all band events.

First letter last name \_\_\_\_\_

Class period \_\_\_\_\_

**Boca Raton Community Middle School**  
**Field Trip Emergency Medical Form 09-10**

Student's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City Zip

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Name of Physician: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Work Phone: \_\_\_\_\_ Cell Phone \_\_\_\_\_

Emergency Contact (non-parent): \_\_\_\_\_ Relationship: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

**Health History** - Please indicate specific detail any medical issues I would need to be aware of in an emergency. i.e. convulsions, asthma, allergies, etc...

\_\_\_\_\_

**Insurance Information**

Insurance Company: \_\_\_\_\_

Name of Insured: \_\_\_\_\_ Relationship: \_\_\_\_\_

Policy/Group Number: \_\_\_\_\_ Certificate/Membership Number: \_\_\_\_\_

I, \_\_\_\_\_ (Parent/Guardian's Name) hereby give permission for any and all medical and/or dental attention to be administered to my child \_\_\_\_\_ (child's name) in the event of accident, injury, sickness, etc., under the direction of the person(s) listed below, until such time as I may be contacted. I also assume responsibility for the payment of such treatment. In the event I cannot be reached, any of the following person(s) is designated to act on my behalf: the Boca Raton Middle School Band Directors or any Boca Raton Middle School Band staff member or chaperone designated by the directors. This release is effective for the period of one (1) year from the date of signature below.

\_\_\_\_\_

Print Name of Parent or Guardian

\_\_\_\_\_

Signature of Parent or Guardian

\_\_\_\_\_ 8/\_\_\_/07 \_\_\_\_\_

Date

\_\_\_\_\_

Print Name of Student

**Blanket Field Trip Parent/Guardian Permission Form 09-10**

Field Trip Destination (See enclosed calendar) **for all band trips/events for the entire 2009-2010 school year.** Transportation: (may be either school or charter bus)

I allow my son/daughter to attend all of the listed trips/events. I shall hold the school; teachers, chaperones and/or the school district, harmless in the case of an accident as I feel assured that the maximum attention will be given to all safety precautions.

I further understand that Boca Raton Middle School has established rules and regulations pertaining to conduct, behavior, and activities of all students, by which my child must abide by during the participation of any band activity. I also agree that my child and I will be responsible for his/her failure to abide by those rules and regulations.

Parent(s)/ guardian signature \_\_\_\_\_

## Parent volunteer opportunities

**WE NEED PARENT VOLUNTEERS-** Please join our “team” of parent volunteers. We can’t do it with out you! Our BIG events are listed below but we often have other smaller events, check your e-mail for updates on those events as they occur.

Please circle events that you are interested in assisting with and return to Mr. Fraley

**NAME:** \_\_\_\_\_ **Phone/E-Mail** \_\_\_\_\_

1. **Carrabba’s Italian Grill dinner/auction/concert 9/26** Saturday 6-9 PM BMS café. We start decorating the night before Friday 9/19 at 6 PM.  
Do you have or know of a company or person that could donate something for our auction? We especially are looking for weekend hotel golf and or hotel packages. Contact Nancy Preece at [npreece@bellsouth.net](mailto:npreece@bellsouth.net) . **Note – we will have a very important organizational meeting on Thursday September 4rd at 7 PM in the band room. All volunteers are urged to attend.**
2. **Veteran’s Day BBQ/Alumni-friends concert** in the courtyard at Boca MS. Sunday Nov. 8<sup>th</sup>.
3. **Cheese cake/cookie dough fundraiser.** Begins November 6<sup>th</sup>.
4. **Christmas Trees/Holiday wreaths – Runs from September through November. Trees delivered the day after Thanksgiving**
5. **Web site designer.** We need to re-do our band web site and find another place to host it. Volunteers??
6. **Design and layout concert programs.** I give you everything you need – you’ll need to finish the lay out so I can print it.
7. **Assist with details on the Smoky Mountain Music Festival trip** May 5 – 9,
8. **Video/pictures all concerts and events.**
9. **Typing/ clerical record keeping computer work in the band office.** Can you volunteer 1-2 hours per week to input practice sheet grades? Could you be available as a room/class parent when needed (2-3 per class needed)?
10. **Any other special talents/resources you would like to make available to the band?**

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First letter last name \_\_\_\_\_  
Class period \_\_\_\_\_

**E-MAIL**

This is the most efficient way to reach me. I send all correspondence and band information via e-mail. Note the separate student and parents e-mail addresses. Make sure and add me to your safe/accepted senders list so I don't end up in your spam box!

**Please print VERY NEATLY!!!!**

Student name \_\_\_\_\_ period \_\_\_\_\_  
Parent Name \_\_\_\_\_

**Parent E-Mail \_\_\_\_\_ @ \_\_\_\_\_**

**Parent work E-Mail \_\_\_\_\_ @ \_\_\_\_\_**

**Student E-Mail \_\_\_\_\_ @ \_\_\_\_\_**

First letter last name \_\_\_\_\_  
 Class period \_\_\_\_\_

NAME \_\_\_\_\_

**BOCA RATON MIDDLE SCHOOL BAND SKILL PRACTICE JOURNAL**

For normal progress all students are required to practice at least 30 minutes a day (5 days a week) for a total of 2 ½ hours a week. This practice should be documented on the practice journal below. If a student cannot practice on a given day due to a conflict, the practice time must be made up on another day within THAT practice week. I strongly encourage equally distributed practice time in order to promote musical success.

- Practice journals must be filled out in PEN at home, not in class.
- Parents are not allowed to sign the sheets ahead of time.
- Parent's initials are not allowed, parent or guardian's name must be written out.
- No signing on other sheets of paper, I will not accept them.
- Parents/student should convert minutes to hours. For example 150 minutes = 2 ½ hours:
  - 1) Quality instrument, mouthpiece, reeds, sticks, oil, cleaning kit.
  - 2) Quiet practice area with music stand, chair, **pencil**, and adequate light.
  - 3) Develop a regular practice routine, work and drill the problem spots. Remember - Music **takes patience!**

**1 st QUARTER**

WK OF	M	T	W	TH	F	S	SUN	TOTAL + EC	PARENT SIGN
8/24									
<b>8/31</b>									
9/7									
<b>9/14</b>									
9/21									
<b>9/28</b>									
10/5									
<b>10/12</b>									
10/19									

**2 nd QUARTER**

WK OF	M	T	W	TH	F	S	SUN	TOTAL + EC	PARENT SIGN
10/26									
<b>11/2</b>									
11/9									
<b>11/16</b>									
11/23									
<b>11/30</b>									
12/7									
<b>12/14</b>									
12/21									

**place the sheet in the box labeled for your class**

PERCUSSION – specify what you practiced by using the codes below.

- R= rudiments
- M=mallets
- T = timpani
- S = Scales
- B = book exercises
- BM = Band music