

Notes:

Name: \_\_\_\_\_



## Aiea Intermediate School Music Department

### **Student Handbook** School Year: 2016 - 2017

Instructor: Mrs. Chelsea Fujitani-Agasa  
Email: Chelsea\_Fujitani@notes.k12.hi.us

Contact Information:

Address: 99-600 Kulaweia Street, Aiea, Hawaii, 96701  
Room Number: B-16  
Office Phone Number: (808) 305-9200  
Direct Line: (808) 305-9241  
Website: <http://www.aieaintermusicdepartment.weebly.com>

**NOTE:** If this handbook is lost, please return to B-16. This student is responsible for keeping this handbook in their possession throughout the school year. Handbook checks will be include in student's grade!

## Course Descriptions:

**Beginning Orchestra:** This introductory course is designed for students who desire to play a string instrument and perform in an ensemble for an audience. The course will include care of an instrument, correct posture, carriage, embouchure, breath control, tone production, intonation, phrasing, articulation, musical terminology, dynamic nuances, and fingerings. There will be two mandatory performances throughout the school year.

**Intermediate Orchestra:** Intermediate levels of performance techniques and musicianship are taught. Musical skills and concepts are developed through the study of complex etudes and literature. Music from various styles, periods, and ethnic groups are studied. Students would need to complete one year of orchestra (i.e. Beginning Orchestra) before entering that class.

**Beginning Band:** This introductory course is designed for students who desire to play a woodwind, brass, or percussion instrument and perform in an ensemble for an audience. The course will include care of an instrument, correct posture, carriage, embouchure, breath control, tone production, intonation, phrasing, articulation, musical terminology, dynamic nuances, and fingerings. There will be two mandatory performances throughout the school year.

**Intermediate Band:** Intermediate levels of performance techniques and musicianship are taught. Musical skills and concepts are developed through the study of complex etudes and literature. Music from various styles, periods, and ethnic groups are studied. Students would need to complete one year of band (i.e. Beginning Band) before entering that class. After-school practices will occur as well as mandatory performances as indicated on the calendar of events.)

January 28, 2017	Saturday	Music Department Camp <b>(Intermediate Band &amp; Orchestra)</b> Location: AIS Campus Time: 9:30am-3:00pm
February 18, 2017	Saturday	Central District Honor Orchestra Concert <b>(selected students)</b> Location: Pearl City Cultural Center Time: 7:00-8:30pm
February 24, 2017	Friday	Central District South Parade of Bands <b>(Intermediate Band)</b> Location: Moanalua High School Time: 7:00-9:30pm
March 4, 2017	Saturday	Central District Parade of Honor Bands <b>(selected students)</b> Location: Radford High School Time: 7:00-8:30pm
April 14 or 15, 2017	Friday or Saturday	Parade of Orchestras <b>(Intermediate Orchestra)</b> Location: Pearl City Cultural Center Time: TBA
April 21-22, 2017	Friday - Saturday	Friendship Tour <b>(Intermediate Band &amp; Orchestra)</b> (with Aliamanu MS and Ilima Inter)
May 5, 2017	Friday	Aloha Concert <b>(ALL STUDENTS)</b> Location: Pearl City Cultural Center Time: 6:00-7:30pm
May 2017	Saturday	Music Department Banquet (optional) Location: Pearl Country Club Time: 10:00 am-2:00 pm
May 2017	TBA	AIS Pride Night <b>(Intermediate Band &amp; Orchestra)</b> Location: AIS Cafeteria Time: 5:00-7:00pm
May 26, 2017	Friday	Last day of School

## Calendar of Events for 2016-2017 School Year

Date	Day of the Week	Function and Information
August 1, 2016	Monday	First day of School: 7th Graders ONLY
August 2, 2016	Tuesday	8th Graders' First day of school
August 17, 2016	Wednesday	Aiea Intermediate School Open House
August 2016	TBA	Music Department Open House Location: B-16 Time: 6:30-7:30 pm
September 23/24, 2016	Friday/Saturday	Aiea High School Homecoming Time: TBA
November 10, 2016	Thursday	Rainbow Invitational Field Trip Time: 4:15-:10:00pm (No School next day)
November/December 2016	TBA	Elementary School Tours (Intermediate Band & Orchestra)
December 2016	TBA	Aiea High School Information Meeting <b>(8<sup>th</sup> grade Parents)</b> Location: AIS B-16 Time: 6:30-7:15pm
December 9, 2016	Friday	Winter Concert <b>(ALL STUDENTS)</b> Location: Pearl City Cultural Center Time: 6:00-7:30pm
December 10, 2016	Saturday	Aiea Community Christmas Parade Location: Aiea Community Park Time: 7:30am-10:00am

### Extra Curricular Ensembles:

**Private Lessons:** Students are highly encouraged to enroll in lessons. These one-on-one lessons are held by the instructor who specialize in that instrument. Please see teacher if you are interested.

**Central District Honor Beginning Band:** This group is based off of students who were chosen (on the basis of musicianship and citizenship) by their band director to represent their school. All seven schools in the Central District are represented and meet through various rehearsals leading up to a performance. Attendance to these rehearsals and the performance are mandatory.

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## **Materials and Fees:**

### **ALL Students will be required to have the following:**

- 1 inch BLACK binder
- Sheet protectors
- Pencil (NO PENS ALLOWED!)
- Folder Paper
- Theory Books (loaned to students for the year)

### **Beginning Orchestra**

- Beginner Starter Kits (will be purchased during class)
- Instruments (borrowed from school, please let teacher know if you own one)
- Proper accessories needed to play instrument

### **Beginning Band**

- Beginner Starter Kits (will be purchased during class)
- Instruments (borrowed from school, please let teacher know if you own one)
- Proper accessories needed to play instrument (reeds, etc.)

### **Intermediate Orchestra**

- Instrument
- Rag/towel/cloth to wipe rosin off of strings
- Orchestra Expressions Book 2 (will be purchased during class)

### **Intermediate Band**

- Instrument
- Rag/towel/cloth/swab to clean instruments
- Necessary materials to play instrument (mouthpiece, reed, neck strap, etc.)
- Accent on Achievement Book 2 (will be purchased during class)

11. Teacher will give adequate time for students to clean out their instruments so they can arrive to their classes on time.
12. Teacher will dismiss the students, not the bell.

## **Behavioral Expectations:**

1. Be "on time." "Early is on time, on time is late, and late is ..."
2. Only music department students are allowed inside B-16.
3. No running or horseplay is allowed.
4. No food or drinks are allowed inside unless with permission of the teacher. This includes chewing gum.
5. Foul, offensive, derogatory language is NOT allowed.
6. Please do not bring in any excess dirt or mud onto the carpet. Wipe your feet prior to entering the classroom.
7. Enter the office ONLY if the teacher is in there. ALWAYS knock first.
8. Only use YOUR instrument. Do NOT play on other's instruments.
9. Keep the classroom clean. Pick up after yourself. If you see rubbish on the ground, pick it up even if it is not yours.
10. All Hawai'i Department of Education Chapter 19 and Aiea Intermediate School rules apply.

## **Performance/Field Trip/Off Campus Expectations:**

1. Students are required to wear the appropriate uniform as indicated by the teacher (if applicable).
2. If bus is our mode of transportation, please be early as the bus will leave at its designated time We will **NOT** wait for anyone.
3. You are representing yourselves, our school and our community. Think before you act!
4. All school rules and Chapter 19 rules apply.
5. Cell phone use: with permission from the teacher ONLY!

### Homework/Assessment Expectations:

1. All assignments need to be turned in ON TIME.
2. Definition of "Late": When the student fails to turn in their homework when asked for during collection time.
3. Assignments need to have the following information: First and Last name, Period, and Instrument (when applicable). If the homework are missing ANY of this information, it will not be graded and will be considered a "m" or missing on Engrade.
4. If a student was absent the day that the homework was due, the student is responsible for turning it into the Homework Box IMMEDIATELY upon their return to school and indicate it at the top of the page.
5. If a playing assessment was issued and the student was absent from class, they will be expected to make it up within **three days** upon their return.

### Classroom Procedures:

1. Students will enter the room in an appropriate matter.
2. Students will set up chairs and music stands (if indicated by teacher).
3. Students will take out necessary materials for class (i.e. instrument, music, pencil, planner, etc.).
4. Whiteboard will indicate what will be the sequence of events for each class.
5. Teacher will show that they are ready to start class by stepping onto the podium.
6. Students will then stand up and greet the teacher.
7. During attendance, there should be **NO** talking at all.
8. If you need to use the restroom, please raise your hand. NOTE: only one student is allowed to go to the restroom at a time. Please try to use the restroom before class starts (i.e. Wiki or Lunch).
9. Students who wish to speak need to raise their hand. Talking out of turn is **NOT** allowed.
10. At the end of class, students will stack chairs back to the side of the room (picture will indicate how it should be placed), place stands nicely back onto the racks.

### Uniforms:

#### Beginning Band and Beginning Orchestra:

- Collard shirt or Nice blouse/top
  - Strapless or Spaghetti strap must have cover up!
  - Dress (knee length or longer okay)
  - No low necklines
- Long pants (jeans okay)
- Covered shoes or sandals with appropriate heel height

#### Formal Concert Attire:

- White collared long sleeve shirt
- Green tie (about \$7 and will be purchased during the school year)
- Black long dress pants (no jeans or capris)
- Black socks (no designs at all and crew/mid calf length)
- Black shoes (must be completely black)

### Music Department Shirt:

Students are allowed to create a design for the music department shirt. They will then vote on one design that they like and that will be printed on the shirts. Though it is required for the Intermediate Band and Orchestra to have one, it is optional for all others to purchase one.

Students in **Intermediate Band and Orchestra** will have performances that allow them to use their current music department shirt as their uniform.

### After School Rehearsal/Non-Instructional Absence Policy:

If a student is unable to attend a rehearsal, a signed note from a parent or guardian must be given to the teacher before the missed rehearsal. (Emergencies happen and will be treated on a case-by-case basis). Following the absence, the student must meet with the teacher to go over what they have missed in the rehearsal. Failure to not give the teacher a note **AND** come in for a make-up meeting will result in the student not being able to perform, affecting their overall grade.

\*\*A **Beginning Band** rehearsal letter will be sent home in a letter one month before the concerts (November and April) due to having two different classes

\*\*Students enrolled in **Intermediate Band and Intermediate Orchestra** will have after school rehearsals. Schedule will be sent home quarterly.

## Grading:

Grading Scale is shown as below:

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

\*\*Please note that all grading scales will vary based on the class your child/ren is enrolled in.

### Quarters with NO PERFORMANCES: (Quarters: \_\_\_\_\_)

Practice Logs: 15%

Homework: 30%

Assessments (written or playing): 30%

Participation: 25%

### Quarters with PERFORMANCES: (Quarters: \_\_\_\_\_)

Practice Logs: 15%

Homework and Assessments (written or playing): 20%

Participation: 15%

Performance: 50%

## Infinite Campus: \_\_\_\_\_

Both students and parents will be able access their child/ren's grade through this website. If you would like a hard copy of your student's report, please notify the teacher.

### Grading score legend: (for non-numbered scores)

m - Missing: Assignment was due and can still be turned in for a lower grade.

0 - Zero (grade): Assignment was due. Students will NOT be able to turn in or make up the assignment.

Absent: Student was absent from class and are allowed to turn in assigned for full credit.

Practice Logs: Daily practice logs are vital to the student's progress in class. Though fundamentals are emphasized heavily in class, the development truly starts when the student is able to see how their progress is alone. From there, students will be able to determine what they need help in and therefore can see the teacher. To show that the student practiced, a parent/guardian signature is needed to show that the student did practice for that amount of minutes per week. Late practice logs will only be accepted until the end of the week (FRIDAY). After that, they will not be accepted and marked as a zero (0) on Engrade.

Homework: Homework will be announced during class time. It will then be the students' responsibility to write down the assignment in their planner as well as the due date for them. Most assignments will be due the next class meeting. If a student does not turn in their homework on time, they will not receive full credit. Late work will result in one (1) point deducted from their overall score.

Assessments: Assessments will range from playing assessments to paper assessments. This can also include music theory and playing excerpts from their method books.

Participation: Students are required to be prepared for class everyday. This includes bringing their instrument to class, having a pencil on their stand and having all other materials ready for class. Students start off with 100 points at the beginning of each quarter. Failure to not have materials for class will result in lowering in participation grade.

Performance: Performances are indicated on the calendar of events. **All performances are mandatory!** If a student is unable to attend the performances for any reason, a signed note by the parent/guardian must be received by the teacher BEFORE missed performance. The student must then meet with the teacher and do a make-up "performance." Failure to do make-up performance will result in a lower grade. It will be the **student's responsibility** to come see the teacher to schedule said make-up "performance."