



2024-2025

COPLEY-FAIRLAWN MIDDLE SCHOOL  
**BAND HANDBOOK**

**Band Directors**

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

CFMS BAND WEBSITE:  
<https://www.copley-fairlawn.org/Page/6894>

Students and families:

Welcome back to another great year of band and music making at Copley-Fairlawn Middle School! We are excited that you have decided to further your musical education and join us this year. As many of you know, band is one of the most rewarding experiences you can ever be a part of. The band staff is looking forward to working with all of you and watching you grow as young musicians!

**Please take a few moments to review this handbook together and then turn in the signed acknowledgement form.** Thank you!

### **Google Classroom Codes**

|                            |         |
|----------------------------|---------|
| 5 <sup>th</sup> Grade Blue | 7khgquu |
| 5 <sup>th</sup> Grade Gold | zzgyngs |
| 6 <sup>th</sup> Grade      | garitjy |
| 7 <sup>th</sup> Grade      | pitqa43 |
| 8 <sup>th</sup> Grade      | qbuhsqv |

### **Classroom Expectations**

BE PUNCTUAL (on time), BE PREPARED, and most of all BE POLITE & RESPECTFUL! A full list of rules and expectations are posted in each rehearsal space.

Playing in the CFMS Bands is a joyful experience when all members take care of their individual responsibilities. Students need to come to class on time, bring the necessary materials, and try their very best. Following these expectations will ensure the success of each student and the band as a whole.

### **Entering the Band Room/Rehearsal Spaces**

Students will enter the band hallway and promptly grab their instruments from their storage cubby. At no time should students borrow equipment from other cubbies. This constitutes stealing. After getting instruments out, head to your designated area/seat, but DO NOT begin playing until the director has told you to do so. This allows for an appropriate warm-up and will help to eliminate any safety issues.

### **Classroom Materials**

Students need to bring the following materials to class every day:

|                       |  |        |                            |                             |
|-----------------------|--|--------|----------------------------|-----------------------------|
| Instrument/Mouthpiece | Band Folder with Music and Method Book | Pencil | Reeds (clarinet/saxophone) | Sticks/Mallets (percussion) |
|-----------------------|--|--------|----------------------------|-----------------------------|

### **Suggested Instrument Brands for Beginners**

| <b><u>Flute</u></b>   | <b><u>Clarinet</u></b>                                    | <b><u>Alto Saxophone</u></b>                        | <b><u>Trumpet</u></b>  | <b><u>Trombone</u></b>  | <b><u>Percussion</u></b>               |
|---|---|---|--|---|--|
| Armstrong<br>Emerson<br>Gemeinhardt<br>Jupiter<br>Powell "Sonare"<br>Selmer<br>Yamaha | Blessing<br>Buffet<br>LeBlanc<br>Selmer<br>Vito<br>Yamaha | Buffet<br>Jupiter<br>P. Mauriat<br>Selmer<br>Yamaha | B&S<br>Bach<br>Besson<br>Blessing<br>Conn<br>Getzen<br>Jupiter<br>King<br>Selmer<br>Yamaha | B&S<br>Bach<br>Blessing<br>Conn<br>Getzen<br>Holton<br>Jupiter<br>King<br>Selmer<br>S.E. Shires<br>Yamaha | Ludwig<br>Pearl<br>Yamaha<br>Vic Firth |
|   | <b><u>Reeds</u></b>                                       | <b><u>Reeds</u></b>                                 | <b><u>Mouthpiece</u></b>   | <b><u>Mouthpiece</u></b>  | <b><u>Sticks/Mallets</u></b>           |
|   | Vandoren<br>Juno  | Vandoren<br>Juno                                    | 5c   | 12c   | Liberty One Basic<br>Stick Pack        |

\*Reed strength and mouthpiece brand will be determined by the director. Each student may require a specific strength/brand that best fits their individual needs. Please follow up with a band director if you have specific questions.

## Method Books

|                       |  |
|-----------------------|--|
| 5 <sup>th</sup> Grade | <i>Habits of a Successful Beginner Band Musician – Scott Rush and Jeff Scott</i> |
| 6 <sup>th</sup> Grade | <i>Habits of a Successful Beginner Band Musician – Scott Rush and Jeff Scott</i> |
| 7 <sup>th</sup> Grade | <i>Habits of a Successful Middle School Musician – Scott Rush</i>                |
| 8 <sup>th</sup> Grade | <i>Habits of a Successful Middle School Musician – Scott Rush</i>                |

\*Method books are provided by the student/family... NOT by the directors.

## Classroom Materials Check

To help students form good habits of responsibility and instrument maintenance, we will do periodic checks for the following:

- Instrument in proper working order
- Valve oil and slide grease (brass only)
- Two or more working reeds (oboe, bassoon, clarinet, saxophone only)
- Swab (woodwinds only)
- Music/Method Book/Folder
- Pencil

## Concert Uniforms

CFMS Band Uniform Shirt - purchased at the beginning of the year

**\*WE WILL PLACE ONE ORDER for the year– please plan accordingly. This may require ordering a larger size.**

Black Dress Pants/Slacks

Black Dress Socks

Black Dress Shoes

Tennis shoes, jeans, sweatpants, yoga pants, or similar are **NOT** part of the proper performance attire.

\*\*Information will be coming home in the first 9 weeks about ordering the CFMS Band Polo for performances\*\*

**All students in grades 5 - 8 will wear the same concert uniform.**

## Turning in Paperwork/Money

Any paperwork such as handbook contracts, school forms, and written work is to be turned into the form bin outside of Mr. Welker's office before class. Any money being turned in must be in an envelope clearly marked with the student's name and put into the black drop box outside of Mr. Welker's office.

## Instrument Storage and Care of Equipment/Music

1. All instruments are to be kept in the assigned storage areas. Instruments that are small enough may be kept in hallway lockers.
2. DO NOT leave instruments in the gym, on top of lockers, in the hall, in classrooms, or on the bus.
3. Mark the outside of your instrument case with your name. This can be done either with a luggage tag or tape and a marker. Also mark all sticks and accessories with your name.
4. All double and single reed players are required to have at least two reeds ready at all times. Reeds are less expensive when purchased by the box. **Vandoren and Juno** reeds are recommended for clarinet and saxophone players. An inexpensive reed guard will help reeds last longer.
5. Percussionists should purchase a **Liberty One Basic Stick Pack** (educational pack that includes sticks, mallets, and a bag). Available at [Steve Weiss Music](#).
6. Music should be taken home to practice. Identify all personal music books by writing your name neatly on the front and inside the cover. Both books and music may be kept in folders.
7. Your instrument and mouthpiece should be washed out, oiled, and/or swabbed regularly. Your instrument must be kept in good working order. Take it to the shop any time it is not working correctly and during the summer or winter break for a maintenance check. If you have any questions about proper maintenance procedures, ask a director for help. Parents should NOT attempt to repair an instrument.

## **Instrument Accessories**

|   |   |
|---|---|
| <b>Flute</b>  | A swab or small piece of fabric and a tuning rod. Must be swabbed after every use.  |
| <b>Oboe, Clarinet, Bass Clarinet, Bassoon</b>         | A swab and at least two extra reeds at all times. Must be swabbed after every use.  |
| <b>Alto, Tenor, and Baritone Saxophones</b>           | A swab, an end cap, and at least two extra reeds at all times. Must be swabbed after every use and stored with the end cap in place.  |
| <b>Trumpet, French Horn, Trombone, Baritone, Tuba</b> | Valve/slide oil. Tuning slide grease. Water must be emptied after every use. Valves and slides should be oiled before band, not during.   |
| <b>Percussion</b>                                     | Liberty One Basic Stick Pack ( <a href="#">available here</a> ) This is an educational pack that includes sticks, mallets, and a carrying case. Vic Firth also makes an educational stick pack - it just costs a bit more. If you purchased one last year and have any missing parts, please see Mr. Welker or Mrs. Wade for info about replacement sticks/mallets. |

**\*It is recommended that students take their instrument to a music shop once a year for a check-up.\***

## **Instrument Repairs**

When students experience a problem with their instrument, they need to see a director AFTER CLASS. If a simple repair that a director can perform is necessary, students should leave the instrument with the director, and it will be available for pick up the next day.

If a more serious repair is needed for a student-owned instrument, students have the option of leaving their instrument to be picked up and repaired by Music & Arts, Taylor Band & Orchestra, or Musician's Repair Service. Students and their families are responsible for the costs of repairs made to their personal instruments.

## **Recommended Music Stores**

### ***Taylor Band and Orchestra***

2526 Wedgewood Dr  
Akron, OH 44312  
(330) 733-4143

### ***Musician's Repair Service***

871 Moe Dr A 11  
Akron, OH 44310  
(330) 633-3631

### ***Music & Arts***

739 Portage Trail  
Cuyahoga Falls, OH 44221  
(330) 928-7656

## **School-Owned Instruments**

The school maintains a number of expensive instruments necessary for full instrumentation in band; these are not beginning instruments. Students using these instruments must maintain proper care and handling in order to continue yearly usage. Any student who uses a school-owned instrument will be asked to fill out an instrument bond form and have his/her parents sign it. This form states that the student received the instrument in good playing condition and will be responsible for returning the instrument in the same condition at the end of the school year. The student is responsible for any repairs the instrument may need due to misuse or neglect, including accidental damage. In addition, a school fee may be assessed to students who use school-owned instruments.

## **Grading Policy**

All students will receive a percentage and letter grade for band. You will receive grades for a variety of activities, including concert attendance, daily rehearsal skills, home practice, playing tests and written tests. The following is an example of how your director will calculate your grade:

- ***ATTENDANCE AT CONCERTS/PERFORMANCES***
- ***TECHNICAL ABILITIES/PROFICIENCY***
- ***PLAYING ASSESSMENTS/HOMEWORK***
- ***DAILY REHEARSAL SKILLS AND PARTICIPATION***

## **Daily Rehearsal Skills**

1. Have your instrument every day. Be sure it is in good working order! Bring a note from a parent or guardian if your instrument is in the shop. Even if a physical reason prevents you from playing, bring your instrument so you can finger along and keep up with the class.
2. Have all accessory equipment at school every day. (Reeds, sticks, mallets, mouthpieces, and neck straps) - everything you need to successfully play your instrument.
3. Have your own music and pencil every day. Don't rely on your stand partner for music. Have your own!
4. Bring your Chromebook to class when told to do so. Make sure it is fully charged when you come to school, as we do not have charging stations in our rehearsal spaces.
5. Be ready to play when the director gives the downbeat. Do your best to play whatever is asked of you and stop playing when the director gives the cut-off. Your trying and participating throughout the rehearsal will help you be able to earn the highest grade possible.
6. Percussionists will need to have their own instrument to participate in class in 5th and 6th grade. This will include a bell/pad kit as well as the mallets listed above. 7th and 8th grade students may still need their bell/pad kits for group lessons. However, they often use the larger equipment that is provided by the school.

## **Practice Expectations**

Just as in any other subject, home practice is essential. Help your student be successful by setting an expectation for your child's practice. Students' home practice will help them to achieve mastery of course outcomes. Students will receive assignments using Screencastify (or a similar platform) to encourage practice. We will use Google Classroom to post assignments.

Here are some suggestions on the best tips for a successful practice experience.

1. Provide students with a place to practice -- a well-lit room that is free of distractions with a chair, music stand, and pencil.
2. Have all materials: Instrument, accessories, music, metronome (there are several free apps).
3. Goals: Students should be setting practice goals based on what they are doing in class and also based on what they enjoy playing. Please encourage your student(s) to share their goals with you and ask them if they have met their goals.
4. Discipline and practice techniques: Students must use techniques we use in class, like ISOLATING problem spots in music, playing them SLOWLY, working on the DYNAMIC markings, as well as the RHYTHM and playing with a good TONE. Sheer repetition is not good enough. Practice makes permanent... NOT perfect.
5. Please have your student(s) play for you!

## Concert Policy

1. Performing ensembles have responsibilities/expectations both during school and after school.
2. Students are expected to attend performances of the school organization of which they are a member.
3. Any student who is absent from a scheduled, required performance for an *excused reason* will have additional makeup work in order to fulfill their performance obligation. *Please see concert make-up assignments in Google Classroom.*
4. The following conditions constitute reasons for an EXCUSED absence for a required performance:
  1. Out of town trip with family, with prior approval obtained from the director, and one month prior notice is given to the school in writing. Accommodations will be made.
  2. Family emergency - documentation requested
  3. Illness (fever, vomiting, etc.)
  4. Any conflicts of school activities which have been previously resolved with the director and principal.
5. Unexcused absence examples include, but are not limited to: Sports practices or rec league games, lack of transportation, babysitting, lack of planning, birthday party, etc.

## Concert Make-Up Assignment

In the case of an *excused* absence, the student is responsible for requesting and completing a make-up assignment from the teacher -- these can be found in Google Classroom. Failure to complete a make-up assignment will result in a **ZERO** for the performance grade.

### ***Unexcused Concert Absence = 0%***

**Unexcused absences are not eligible for make-up assignments.**

**\*THIS IS ADMINISTRATION APPROVED\***

## Questions and/or Concerns

If at any time you have questions or concerns, please consult this handbook first. Many questions can be answered within this guide. However, should you need to contact any of the directors, please use the contact information located on the cover of this handbook.

*Again... we are VERY excited to get this school year underway! As directors, we look forward to seeing the students grow each year and watching them progress from 5th grade through their senior year of high school. Being a member of the band program here in Copley is extremely rewarding and we are honored to have you and your family as part of our band family!*

*Musically Yours,  
The CFMS Band Staff*



# 2024/2025 Copley-Fairlawn Middle School Band Performances

| Date       | Day       | Performance  | Time   | Location | Ensemble   |
|------------|-----------|--|--|----------|--|
| 9/20/2024  | Friday    | 8th Grade Night with CHS Marching Band                   | TBA<br>*Evening*   | CHS      | 8th Grade Band   |
| 11/21/2024 | Thursday  | 5 <sup>th</sup> Grade Band Informance                    | 6:30 PM  | CFMS     | 5 <sup>th</sup> Grade Band   |
| 12/11/2024 | Wednesday | 6 <sup>th</sup> and 7 <sup>th</sup> Grade Winter Concert | 6:30 PM (6 <sup>th</sup> )<br>7:30 PM (7 <sup>th</sup> ) | CFMS     | 6 <sup>th</sup> and 7 <sup>th</sup> Grade Bands  |
| 12/16/2024 | Monday    | 8th Grade and CHS Wind Ensemble Winter Concert           | 6:30 PM  | CHS      | 8th Grade Band   |
| 3/5/2025   | Wednesday | CFMS MIOSM Concerts                                      | 6:30 PM<br>7:30 PM                                       | CFMS     | 5 <sup>th</sup> and 7 <sup>th</sup> Grade Bands<br>6 <sup>th</sup> and 8 <sup>th</sup> Grade Bands |
| 3/21/2025  | Friday    | Solo and Ensemble  | Afterschool<br>*For those who attend*                    | CFMS     | *OPTIONAL*<br>All grades   |
| 5/7/2025   | Wednesday | CFMS Spring Band Concerts                                | 6:30 PM<br>7:30 PM                                       | CHS      | 5 <sup>th</sup> and 7 <sup>th</sup> Grade Bands<br>6 <sup>th</sup> and 8 <sup>th</sup> Grade Bands |

\* All of these concert dates (with the exception of Solo and Ensemble) are mandatory and should be entered into your personal calendar immediately. Being a member of a band is like being a member of any team. The success of the entire group thrives on attendance and personal dedication.

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*(Please detach and return this portion. The upper portion/handbook should be kept to reference concert dates and other questions.)*

## CFMS Band Handbook Agreement

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

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

**We have read and understand all the rules, procedures, expectations, and classroom behavior that is outlined in the band handbook.**

**As a parent/guardian, I acknowledge that I have marked the performance dates that apply to my student in my own calendar and will make sure my child is present unless an excused absence prevents their participation (with at least a two-week written notice).**

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*THIS HANDBOOK/FORM IS ACKNOWLEDGED AND SUPPORTED BY THE CFMS ADMINISTRATION\***

***Please return this portion to the band bin for your specific grade by Friday – August 30, 2024.***