Handbook

2016-2017

**Contact Information:**

McKenzie Betting

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Office: 701-349-3232

School Hours: 8:00 AM-4:30 PM

\*Feel free to call if there are any questions

**Purpose**

 The purpose of this handbook is to familiarize the students and parents with the procedures, requirements, expectations for this Music Department.  It also provides the students and parents with general information.  As this handbook is being read, parents and students should understand the respect and responsibility that is being dictated in these rules.

Being a part of the Music Department requires dedication.  Most students are busy enough, but with hard work and working together, students create more than just an ensemble; they create a team.  As a part of the team, students are independent, yet dependent on each other.  If a student comes unprepared, that students can affect the efforts of others who are trying their best.

Most students will practice these rules without any problems.  The goal for this department is for the students to reach their fullest potential.  In order for the goal to be fulfilled, each student must be prepared to work hard and maybe a little bit more.  I am pleased to have each and every student a part of this program.  Please read this handbook to ensure that each student can have the best experience that they can.

**Classroom Rules:**

 Every classroom has their own set of procedures and rules.  Each student is unique in their own way, which means that students may come from different religious backgrounds, may have different beliefs, etc.  The multitudes of backgrounds bring a new sense and new ideas to the ensemble.  With that in mind, being positive and having a good attitude in the classroom, especially towards other students, creates a fun and engaging atmosphere.  Being negative can hurt the ensemble as a whole.

Students must:

1. Be in the room once the bell rings
2. Be in their seats within 2 minutes of the bell
3. Come prepared--pencil, know parts
4. Only use pencil to mark music
5. Follow the **MUSIC** rules.

**Attendance:**

It is highly recommended that students attend classes/rehearsals as often as possible.  Students are required to attend dress rehearsals and concerts.  I understand that emergencies and events can happen unexpectedly.  If students cannot attend classes/rehearsals please:

* Notify the director as soon as possible
* If it is already planned, let the director know right away and a reminder 24 hours in advance
* Absences must be counted excusable
	+ if not excused, student may not be able to make up work
* If appointments can be scheduled around rehearsals, PLEASE do so

\*\*\*Any questions regarding absences, please feel free to contact director\*\*\*

**Ensembles (Attire)**

There are many ensembles within this music program- Junior High Choir, Junior High Band, High School Choir, High School Band, and contest ensembles. In any auditioned groups (contests), the sound must blend well.  Just because a student is in one ensemble, does not mean that the same student will make it into another.

Contest Ensembles:

Students will wear red shirts (provided by school), black pants, and matching close-toed shoes. **Women:** please wear flats. **Men:** please wear black socks with your shoes. **Men and Women:** Please keep hair out of the face as much as possible. Audience member love to see smiling faces when their children sing.

 Concerts:

 Students will be able to wear their own dress clothes, but their clothes MUST be modest. Chest, midriff, and lower backs should be covered.

**Women:** please do NOT wear stilettos as there is a risk of injuring an ankle, knee, etc. Heels are also a lot harder to perform in than flats. If heels are going to be worn, 2.5 in and lower and/or wedges are okay.

**Men:** please do NOT wear jeans. Black pants and polo will be good. Khakis are also acceptable. Also, please be clean shaven or tidy with any facial hair.

**Men and Women:** Please keep hair out of the face as much as possible. Audience member love to see smiling faces when their children sing.

**Grades**

Grades are an essential part of this music department.  Without good grades, students cannot participate within ensembles because they would not be able to travel.  I ask all students to work hard on all of their school work.  Within these classes, there will be grades- playing/singing quizzes, paper quizzes, midterms/finals, and attendance.  Lesson plans, homework, and calendar can be found on my webpage:

[www.mckenziebettingportfolio.weebly.com](http://www.mckenziebettingportfolio.weebly.com)

High School students will also be able to follow along with Office 365 Class Notebooks, which will be explained in class. Please follow along on Office 365 and take a look at my webpage.

The grades for this class are as follows:

**A** 94-100

**B** 93-87

**C** 86-78

**D** 77-70

**F** 69-

**Traveling**

Our music department has a goal to travel every other year.  In order to do so, we must fundraise and raise money. Throughout the school year there will be ways for the department to raise money in order to travel.   While traveling, rules will be strictly enforced.  While we are traveling, we want to set a good example and make ourselves look presentable.

* All school rules apply while on travel
* Students may NOT use any illegal drugs or alcohol
* Students MUST follow concert attire
* Be respectful of other guests within hotels
	+ Keep quiet
* Don’t leave rooms passed curfew
* Report any illnesses ASAP
* If the opposite gender is to visit the room, keep door open
* Be on time--it is important that we decently keep to our schedule in case something arises

Itinerary and more rules will be sent out a week before leaving. Medical forms, permission slips, etc must be turned in BEFORE the day of departure.

\*Note: all school rules will be applied in- and outside of the classroom.  The disciplinary actions will be taken.  In extreme cases (drugs), the law will be involved.\*

Please read this handbook. Once you and your child have read it, please sign, date, and return this portion to Miss Betting.

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

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