

# HMS



# Handbells

Handbook  
2019-2020

Mrs. Janie Benjamin  
Handbell Director



# Hazelwood Middle School

## HANDBELLS

Teacher: Mrs. Janie Benjamin

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### Daily Required Materials:

1. Sharpened pencil with eraser

### Course Information

This is a performance-based class. Students in this class are expected to perform for school and public performances.

### Goals & Objectives:

- Develop correct handbell techniques
- Learn to read musical notation
- Learn to write in musical notation
- Recognize musical elements and demonstrate expressive qualities in varying styles of music
- Develop confidence in performing by practicing performance etiquette
- Develop rehearsal skills that encourage rehearsing and performing at the highest level
- Develop self-discipline by functioning as a responsible member of the organization
- Experience successful achievement and pleasure through group involvement
- Develop personal character traits of leadership, poise and dependability as well as provide an avenue for self-expression
- Perform in concert at least 3 times during the school year

## Grading

“Major” Category 60% of your grade		
Performance Skills	Written Theory Skills (includes Vocabulary)	Listening Skills
Technique	Staff, Notes & Pitches	Interval Recognition
Rhythm	Note Values, Time Signatures & Rests	Correct Notation
Sight-Reading	Time Signatures, Ties & Slurs	Rhythm & Notes
Stage Presence	Repeats, Eighth Notes & Dotted Quarter Notes	Rhythm
Interpretation & Musicianship	Dynamics, Tempo Marks, Articulation, D.C. & D.S.	Scale Recognition
	Flats, Sharps, Naturals, Whole & Half Steps	Intervals
	Intervals & Solfege	
	Scales & Key Signatures	
	Key Signatures, Chromatics & Intervals	

“Minor” Category 40% of your grade
Daily Participation / Rehearsal Skills
Having required materials
Demonstrating Cooperation, Effort & Positive Attitude
Following Directions

Any grade below “C” is grounds for dismissal from the Handbell program.

## **Daily Participation / Rehearsal Skills**

A typical day will have 10 possible participation points. A student will start the day with all 10 points. Deductions will be made for any or all of the following:

- Lack of effort in rehearsal
- Demonstrating unacceptable technique
- No noticeable attempt to improve in skill areas
- Not cooperating with other ringers
- Not having a pencil in rehearsal
- Having food, candy, gum or drink in rehearsal
- Disruption in rehearsal
- Poor attitude

## **Be the Best You Can Be!**

We are all here because we have something in common; we enjoy singing. How we sound as a group has a lot to do with how we work together. If you will follow the class procedures listed below every day of the year, the result will be a choral group that truly makes beautiful music. The success of our group rests upon your individual self-discipline. *Singing in harmony can only be accomplished by working in harmony.*

- Students are to be in the classroom when the bell rings. Upon entering the choir room for rehearsal, you are to pick up your folder and be seated quietly in your assigned seat within 30 seconds of the bell.
- Students are expected to have a pencil every day. Marks in the music are to be made in pencil only.
- Gum, candy, food and drink are not permitted in the choir room. When we have gum, candy, or food in our mouths, saliva can transfer to the bells and damage the finish. Daily participation points will be deducted as well as other discipline actions may be taken.
- Cell phones may not be in sight or powered on during any class, rehearsal or performance.
- Talking during a rehearsal will not be tolerated. Rehearse in a professional manner and we will have a professional sound.
- Sometimes in the course of rehearsal, only one section will be ringing. The members not ringing at the time should be carefully following the musical part that is being rehearsed so that the total knowledge of the song is achieved.
- Music is to not be taken from the choir room. Music is to be handled with care. Any music that is destroyed or lost it will be the responsibility of the student to which it is assigned to replace.

- Please exhibit common courtesy toward others at all times. Treat others as you would want them to treat you. Students are expected to exhibit their best behavior and rehearsal skills when a guest is in the classroom. This includes substitutes, student teachers, guest directors, and visiting students.
- Restroom passes will only be given in an extreme emergency. Please take care of everything before you come to class.
- Substitutes should always be treated with utmost respect. Anything other than kind, respectful, helpful and cooperative behavior is unacceptable. If the sub leaves a note that has individual names listed for unacceptable classroom conduct, those students will be removed from the handbell class. This is a trust issue. I need to know that you are going to do the right thing even when no one is looking.
- Respect Others, Respect Space & Respect Yourself.

## Communication

*HMS Choir website* - On this website you may get concert schedules, handbooks, forms, pictures, videos, practice tracks to music and pdf's of sections of music that relate to the choral program. The web address for the website is:

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



Please sign up to receive reminders about concerts, due dates, etc.  
(*Information is attached.*)

## Performance Attendance

### Performance Attendance

- As a performing organization, we work constantly to be prepared to perform. Every member of the ensemble plays a vital role in the success of the entire organization. Unless otherwise noted on the Calendar, *ALL performances are required.*

For these reasons, the following policies regarding performance attendance apply:

- All performances on the schedule at the beginning of the semester, as well as those with at least three weeks' notice, are **required** performances. Should you have a conflict that cannot be resolved, please notify Mrs. Benjamin **at least 5 days ahead of time in writing**.
- In an emergency situation, parents should call the choral department office at 812-542-8502, ext. 3331, and leave a message explaining the situation as soon as possible.
- Excused absences include personal illness, death in the family, or an emergency over which the student has no control. If an absence is excused, it is the **student's responsibility** to get a make- up assignment from Mrs. Benjamin. If an absence is unexcused, the student will not be given the privilege of making up the points lost due to the absence.

### NAFCS Policies Regarding Student Activity Conflicts

- Although we try our best to avoid scheduling performances at the same time as other school related events, occasionally conflicts do arise which cannot be remedied. The following policies govern these situations in all NAFCS/HMS activities and was approved by the school board of NAFCS:

When a practice or rehearsal and an event (game, contest, and concert) are scheduled simultaneously, the **MUSICAL EVENT** takes precedent. For example, if someone has dance team practice, or Basketball practice on the night of a concert, they are required to come to the concert and not go to their practice.

## Performance Attire

As a member of the HMS Handbell ensemble, you will be *expected to wear the performance uniform* for all performances unless otherwise indicated. Please have your student try on their shirt from last year to make certain it still fits. If your student has one that fits, it is not necessary to purchase a new one.

- Handbell T-SHIRT
- Black Pants
- Black shoes

Handbell Shirts (\$10 each) can be ordered from Mrs. Benjamin  
*(Order form is attached)*

*If for some reason there is a financial problem with purchasing a shirt please contact Mrs. Benjamin and she will make arrangements on a case to case basis.*

Students and parents read, sign and return this page  
DUE: August 16, 2019

This handbook was written for all Hazelwood Handbell Ensemble members and their families. After reading the handbook, please fill in this page, and return it to Mrs. Benjamin on or before August 16, 2019. **This will count as a grade.**

Your signature below acknowledges:

- You have read the HMS Handbell Handbook
- You understand the requirements for your/your child's expected participation in the HMS Handbell Program for the 2019-2020 school year.
- You are aware of scheduled performance dates for the year and acknowledge that performance attendance is REQUIRED.

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**Parent Name (PRINT)**

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**Parent Signature**

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**Date**

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**Student Name (PRINT)**

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**Student Signature**

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**Date**

