

# MS Band Director Help List

Tim Ostrow - [tim.ostrow@yourcharlotteschools.net](mailto:tim.ostrow@yourcharlotteschools.net)

## ✓ Management

- [Band Handbook](#)
  - Welcome letter (Page 1), Curriculum and Goals, Grading Policy, Student Ensemble Placement (*For ABILITY-Based Bands*), Band Achievement System, Performance Attire, Parent Responsibilities, Awards and Recognition, Procedures, Rules and Motto, Instrument and Accessories Selection Guide, Excuse Form (With QR), Calendar, Student and Parent Contract with QR.
  - Give this to your admin to approve before the school year begins for approval. Present it as your syllabus.
    - I distribute the “Welcome letter” with the Calendar on the back at Open House.
- Band Room [Procedures Video](#)
  - Student Expectations shared at the beginning of each semester. I also have my students “act” these out and we time the procedures.
  - Here’s a [follow-up quiz](#).
- Band Room [Hacks](#)
  - Organizational ideas for the Band Room.
- [Bgreco.net](#)/band
  - Seating Chart Generator for Bands.
  - I print these for each class each week and attach them to a clipboard. I highlight students that achieve assessments. See “Assessment Strategies” for more and “Hacks” for where I put them.
- [Classroomscreen.com](#)
  - This is how I post my preps with weekly goals, standards, news and other useful widgets like timers and randomizers.
  - I screenshot these and submit as my [lesson plans](#) to admin.
- Other
  - [Rehearsal Detective](#) – for when a student forgets their instrument. Found on BDG.
  - [No Phone Zone Poster](#)
  - [Respect](#) - Classroom “Rules” Poster. Shared on Social Media by a BD.
  - [Hand Signals](#) – Shared by Jeremy Williamson, BD in Florida.
  - [Behavior Modification Slip](#) – I use this to document student behavior. See the procedures video.
  - [Music Library Example](#)
  - [County Instrument Loaner Form](#) – I just change the year at the top.

## ✓ Curriculum and Assessment

- Instrument Selection for Beginning Band
  - [FAQ’s](#) – How my program works for Beginners. See page 2.
  - We use balloons every day along with Jupiter Kits as “Practice Kits”.
    - [Instrument Listening Scoreboard](#) – A presentation I made to “discover” their instrument choices.
    - After 2 Weeks of the “Discovery” process with the kits, they use this [audition sheet that also outlines “pathways”](#). I use this data to distribute instruments. All beginners use a school instrument in their first year.
- [Assessment Strategies](#)
  - Details how to assess “Pass/Fail” to mastery in the band room.
  - Pass-offs (30% of Grade) - This includes assessment for warm-ups (pass the page), rhythm (pop-up), scales (down the line), melodies (band baseball)

- Daily Contribution Points – Student engagement for monitoring and assessing tardies, restroom breaks, poor behavior, off task, not having an instrument, not having music and more.
  - [Goals](#)
    - I print these on poster sizes and put them on the classroom wall. This is the accountability wall for the students and the teacher.
    - I highlight what we accomplish at the end of each quarter for each prep.
  - [Pass-Off Charts](#)
    - I use these to track student learning gains for 3 years.
    - This aligns with my goals and curriculum.
    - I also use this to justify student placement (rankings). Students are placed in the upper ensembles based on their percentage of completion.
    - We “Celebrate Success” by awarding beads at the end of each quarter. Student chairs are moved at the beginning of each semester.
  - [Bead Achievement System Video](#)
    - Overview of the system and examples of beads.
    - [PPT version](#)
- ✓ Performance
  - Concert Templates
    - I use Publisher. There are better options now, like Canvas. Many directors are now posting a QR code with a link to a digital program. [Winter Concert Program and Script](#); [Spring Concert Program and Script](#)
  - “Informance” for Beginning Band
    - I have hosted these with parents sitting beside their child in the cafeteria floor (plenty of space). I usually host it at the end of the 1<sup>st</sup> quarter and before the Winter Concert. I simply review what we have been doing in class and what is expected at home. Afterwards, we have a band BBQ! This is a great way to build trust with families.
      - [Script Example](#)
      - Old [Video Example](#) from 2018
      - [Informance WITH Jazz Band](#) – I wrote accompaniment parts for the rhythm section and now have them play together with the JB on the floor in front of the stage and the beginners on the stage. This is part of why 80%+ want to be in the jazz band at my school!
- ✓ Jazz Band?
  - [A Jazz Band from Scratch](#)
    - Want to start a jazz band and increase your enrollment and ensemble quality?
  - [Pathways to Improv](#)
    - Simple ways to guide young students to begin to improvise using The Real Easy Books.
  - [Here to Help Videos](#)
    - Videos of me teaching students important concepts/skills in Jazz.
- ✓ Recruitment and Retention
  - [Step-Up Day](#)
    - 5<sup>th</sup> grade students visit my campus and I have 25 minutes to sell band.
  - [Retention and Drop Form](#)
    - I have students complete a google retention form after the spring concert and then begin placement with the results. Students need to return either form signed by parents. This makes all confusion go away at the beginning of the next school year.