



BAKER BANDS
Wildcat Pride

Kansas Bandmaster's Annual Convention Continuing Education Credits

6 July 2017

Greetings from Baker University Music!

Thank you for participating in the 2017 Kansas Bandmaster's Convention. We are pleased to offer you continuing education graduate credit for this year's conference and delighted that you have chosen Baker University!

Attached you will find:

1. Instructions for Online Registration for continuing education credit & online payment
2. Syllabus for **EDC 8513** Kansas Bandmaster's Annual Convention.
3. Instructions on how to use the Baker University Portal for online grades & transcripts.

Instructions:

1. Please carefully read the course syllabus for assignment instructions.
2. Complete Online Registration for Continuing Education Credit:
 - a. https://bakeruniversity.formstack.com/forms/kba_annual_conf_form
 - i. \$75 for 1 Credit Hour.
 - ii. \$150 for 2 Credit Hours
3. Please E-mail a copy of your **Professional Reflection Paper & Signed Conference Schedule** to: fperez@bakerU.edu (please use ***KBA Reflection Paper*** in subject heading)

**Must be received no later than July 30, 2017.*

Congratulations on and we look forward to serving you and your students in the future!

Warm Regards,

- Frank

Frank Perez D.M.A. Director of Bands Baker University

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**Baker University
Graduate School of Education
Continuing Education
Syllabus**

Course Name: EDC 8513 2017 KBA Annual Conference

New Course Request: ____ **or Repeat:** __X__

Dates: July 20–22, 2017

Time: *See Attached Schedule*

Location: Wichita Marriott, 9100 Corporate Hills Drive, Wichita, KS 67207

Credit Hours: 1-2 Graduate Credit Hours

Instructor: Dr. Frank Perez

Title: Director of Bands

Phone: 641.442.6364 (*mobile*)

Email: fperez@bakeru.edu

Registration Link (*Please use this link to register and pay for this course*):

https://bakeruniversity.formstack.com/forms/kba_annual_conf_form

Course Description:

This course will be comprised of 24 hours (12 for 1 credit hour; 24 for 2 credit hours) of conference sessions to select from relating to improved teaching in the instrumental music classroom/rehearsal room. See the schedule below for the topic of each session.

Course Objectives:

Upon completion of this course, students will be able to demonstrate, through active participation and reflection paper, thorough understanding of the topics of each session.

- Articulate effective methods to manage and monitor student learning.
- Systematically improve their leadership skills and professional development plan.
- Diagnose educational problems and devise prescriptive strategies.
- Model decision making and planning skills that are based on knowledge of content area, best practices, and curriculum goals related to school administration.
- Demonstrate effective educational leadership skills based on proven practices.
- Facilitate professional development that targets active involvement in professional learning communities.
- Model ethical practices and professional standards as related to educational leadership.

Textbook/Materials: All materials will be provided for the student (Conference handouts, etc.).

Content Outline:

KANSAS BANDMASTER'S CONFERENCE SCHEDULE – 2017

****Please ask clinicians to 'autograph' this schedule next to their clinic/session****

Contact Hours:	THURSDAY July 20 (7.5-9.5 contact hours possible)
1	8:00 – 8:50 Opening Address (Duane Huff/Phi Beta Mu) – <i>Wichita Ballroom</i>
1	9:00 – 10:00 Jazz Ensemble Reading Session (Senseney Music) – <i>Salon D&E</i>
[1]	10:00 – 11:30 EXHIBITS
1	11:00 – 11:50 “Jump, Jive and Wail” (Kim Harrison) – <i>Wichita Ballroom</i>
	12:00–1:00 LUNCH ON YOUR OWN
[1]	1:00 – 2:30 EXHIBITS
1.5	2:00 – 3:30 “Teaching Your Students to Lead” (Duane Huff/Phi Beta Mu) – <i>Wichita Ballroom</i>
1	4:00 – 5:15 State Required List Reading Session (Senseney Music) – <i>Salon D&E</i>
1	5:15 – 7:00 Complimentary BBQ Dinner @ <i>Senseney Music 2300 E Lincoln, Wichita</i>
1	7:30 – 8:30 Concert – <i>Delano Jazz Orchestra – Salon A, B, C, D & E</i>

FRIDAY July 21 (7.5-9 contact hours possible)

**	8:00 – 11:55	KBA Middle Level Honor Band Rehearsal (Ralph Ford) – <i>Salon D&E</i>
1*	8:00 – 8:50	“Building a Jazz Program (Sallie White) – <i>Sedgwick Room</i> “KMMEA Session” – <i>Arkansas Room</i>
1*	8:30 – 9:30	“ML Band Parent Clinic” (Duane Huff) – <i>Topeka Room</i>
1*	9:15 – 10:30	“Young Band Reading Session” (Senseney Music) – <i>Wichita Ballroom</i>
[1]	9:30 – 11:30	EXHIBITS

(You can also attend the KMA ML Rehearsal 10:30-11:55 for 1.5 contact hours)

	11:30 – 1:00	LUNCH (1 st Year Teacher and & Phi Beta Mu Luncheons)
**	1:00 – 4:30	KBA Middle Level Honor Band Rehearsal (Ralph Ford) – <i>Salon D & E</i>
1.5	1:00 – 2:20	“Getting the Resources & Support You Need” (Duane Huff) – <i>Wichita Ballroom</i>
1	2:30 – 3:20	“Developing Double–Reed Players” (Kay Werth) – <i>Topeka Room</i> “Cymbal Lab” (Andrew Slater) – <i>Sedgwick Room</i>
1	3:30 – 4:20	“Ouch! What Did I Do to My Shoulder” (Stacey Smith) – <i>Wichita Ballroom</i>
.5	4:30 – 5:00	KBA Middle Level Honor Band Concert (Ralph Ford, Conductor) – <i>Salon A, B, C, D & E, Atrium</i>
1.5	5:45 – 7:45	Awards Banquet – <i>Corporate Hills Ballroom</i>

SATURDAY July 22 (4.5 contact hours possible)

1	8:00 – 8:50	“Improvisation & Composition in the Middle School Band Room (Jennifer Antonetti) – <i>Salon D & E</i>
1	9:00 – 9:50	“State Jazz Festival Discussion” (Marla Weber & Craig Treinen) – <i>Wichita Ballroom</i>
.5	10:00 – 10:30	District Meetings (<i>See your conference booklet for more info</i>)
1	10:30 – 11:30	General Business Meeting
1	11:45 – 12:30	Final Concert <i>Delano Youth Wind Ensemble (David Bartley)</i>

* **NOTE:** For sessions sharing the same time block, you may only count one of the hours in your contact time total.

** Three contact hours may be taken for observation of the ML Rehearsal

*** Two contact hours may be taken for Exhibit visitation

Assessment:

1. The successful student will **collect a signature from each clinician/presenter** of each session attended. **Please scan or take of photo of attached schedule with signatures.*
2. The successful student will observe each conductor/presenter throughout each rehearsal/session, and reflect on appropriate teaching/conducting method/technique in their own teaching in their paper and through discussion.
3. The successful student will attend all sessions and will demonstrate active participation throughout each session.
4. Each student must attend and complete a ***minimum of***
 - a. **1 Credit Hour (10.5 contact/session hours)** – see attached schedule of sessions). Student will receive 1.5 hours credit for completing the reflection paper for a total of 12 contact hours. ***Minimum 3 pages single spaced.***
 - b. **2 Credit Hours (21.5 contact/session hours)** – see attached schedule of sessions). Student will receive 2.5 hours credit for completing the reflection paper for a total of 24 contact hours. ***Minimum 5 pages single spaced.***
5. Professional Reflection Paper (***1-2 full paragraphs per session attended***). Your paper should include the following:
 - a. Summary of each session attended. ***Please list 3-5 main points.***
 - b. Reflection of material, techniques, and philosophies learned as they relate to the course objectives stated above. ***Please list 3-5 ways you will implement learned material.***
 - c. Please submit your completed Reflection Paper **No Later than July 30, 2017.**
 - d. **Papers under minimum page requirement will not be accepted.**
6. Please submit your Reflection Paper & Clinician Signatures (scan or photo) to:
 - a. Dr. Frank Perez – fperez@bakeru.edu
 - b. Please **include your name on your paper** and ***KBA Reflection Paper*** in the Subject line of your e-mail.

***PLEASE NOTE:** Grades WILL NOT be posted and no transcript can be requested until your reflection paper is received.

Academic Misconduct Policy:

“All work submitted by a student must represent the student’s original work. All forms of student dishonesty, including cheating, fabrication and plagiarism and/or facilitating any academic dishonesty are forbidden. In addition, forgery, alteration or misuse of Baker University documents, records, or identification or knowingly furnishing false information will be considered a cause for disciplinary action. Academic misconduct cases should be reported to the Director of Instruction. Disciplinary actions will be considered by the Academic Standards and Policy Committee.”

“A disciplinary action may result in administrative withdrawal from the program. Appeals should be addressed to the Dean of the School of Professional and Graduate Studies.” (Baker University SPGS Catalog) Plagiarism is defined in the SPGS catalog under Academic Misconduct. “All work submitted by a student must represent the student’s original work.” (p. 104)

To avoid plagiarism, you should acknowledge the source:

1. Whenever you quote another person’s actual words;
2. Whenever you use another person’s ideas, opinion, or theory, even if it is completely paraphrased in your own words;
3. Whenever you borrow facts, statistics, or other illustrative materials – unless the information is common knowledge.

If it is proven that you plagiarized a paper, you will receive at a minimum an “F” for the plagiarized paper.

Class Attendance & Participation (Completion Certificate)	50%
Professional Reflection Paper	50%

Grading Scale:

A= 90%-100% B= 80% - 90% C= 70% - 80% D= 60%-70% F= 59% and below

Greetings!

We are happy to have you as part of our student body and have included some information below to help you navigate Baker's website, Student Portal, and e-mail successfully.

Baker Portal Access (Student Information System)

1. **Student Portal** – Students will need to set up a Baker **Student Portal** to see grades, get unofficial transcripts, etc. You won't be able to create your student portal until your information has been received at Baker University and you are a student in the system.

- a. Watch this video to show you how to set up your Baker Portal Account -
<https://bakeru.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=f05ec2da-d5a7-4c8f-9d84-6b5aac75aa78>

2. **Helpdesk** – If you have trouble with any of the above items it is very simple to get assistance. Put in a helpdesk ticket at the link provided and the staff will get back to you as soon as they can.

- a. Helpdesk ticket site: <http://www.bakeru.edu/helpdesk2>
- b. Watch this video:
<https://bakeru.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=655b76b8-f97d-4d70-98d2-4d1b46c53835>

3. **Grades** – To request your official transcript log into your **Portal**. Once in your student portal click on *Academics, Transcript, Unofficial or Official*. You can print off an unofficial transcript for free. Official transcripts are \$10 each.

4. **Receipt Requests** – Log into your student portal. Once in your student portal click on *My Account, Receipt Request*.

5. **1098T** – This document can be found in your student portal under *My Account, 1098T*. It is best to wait until February of the tax year.

Student ID Number:

A Student's ID Number is a critical part of managing a student's identity while attending Baker. It is important that every student know his or her student ID number or at least know how to find that number.

A student can access his or her student ID number under the ***My Information*** tab in the student portal.