

# **Carson High School**

## **2019-20 Orchestra Handbook**



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## **ORCHESTRA CALENDAR 2019-20**

All orchestra students are expected to be at all scheduled performances – it is a very large percentage of the grade as it is a culminating assessment, much like a test in your other academic classes. More dates will be added as they become available and as needed throughout the year. Students and parents will be given plenty of notice of any changes to the schedule printed below via e-mail and memoranda given to students in class. Call time for concerts is **thirty minutes** before the performance time, unless otherwise indicated.

After-school rehearsals may be required for some of our classes which perform together.

Tuesday, Oct. 15 – Fall Concert – 6:30pm, Community Center

Tuesday, Dec. 17 – Holiday Concert – 6:30pm, Community Center

Saturday, Feb. 1 – Northern NV Solo & Ensemble Festival – Optional, but Encouraged (Mendive Middle School, Reno)

Thursday, Mar. 5 – Northern Zone NMEA Band/Orchestra Festival – During the day, Community Center

Tuesday, Mar. 10 – “Festival” Concert – 6:30pm, Community Center

March 19-22, 2019 -- CHS Musical – Community Center

TBA – Washoe County Orchestra Festival -- During the day, UNR

April 2-4, 2019 – Nevada All-State Festival – UNLV

Apr. 30 – May 3 - Chamber Orchestra Trip – San Francisco Bay Area

Tuesday, May 26 – Spring Concert – 6:30pm, Community Center

School/Community Events:

- Open House, Open Hearts – TBA
- National Honor Society Induction – TBA September
- Big Blue Welcome -- TBA March/April
- NJROTC Awards Ceremony – TBA April

## INTRODUCTION AND OVERVIEW

Welcome to Carson High School's Orchestra program! I'm excited to be your director and to include you in building a tradition of excellence. Playing music is one of the most wonderful pursuits one can undertake. It builds not only valuable skills that enrich the mind and lives of all who experience it, but it also builds lasting friendships and interpersonal bonds. Music is the language of the world, and as you become more fluent in that language the world becomes a better place. This handbook outlines our program and provides information on policies and procedures we must all follow in order to achieve our potential.

My goal is to provide you with a well-rounded music education you will value in your future, with opportunities for successful performances so you'll be motivated to continue in music, and with opportunities to share your music expertise and experiences with others at concerts, festivals, competitions, and community functions. I hope to introduce you to good string orchestra literature of the past and present in a variety of styles and genres, and to cultivate excellence by maintaining high expectations, all within a structured and comfortable classroom that allows for all this musical growth to occur.

I want you to understand the nuts and bolts so you can become independent musicians! You will have opportunities to participate in music as a performer, listener and creator. You will become fluent in the complex language we call music and be able to read and communicate it to others. In your rehearsals and performances, you'll experience a musical joy that you'll never forget. I believe you'll be a better person in all ways and healthier emotionally, mentally, socially, physically and spiritually because you took this class. Expect the best from yourselves and from me!

You will learn a lot about me as the year progresses, but here are a few things you should know right away. I love music and working with students! I like it when students make mistakes I can hear because that's something tangible we can fix. If I can't hear it, I can't fix it, so play with confidence! Motivated students excite me! I want all of you to audition for honor orchestra or a solo, or become a leader in your section and go the extra mile that will set you apart from the crowd. I think you will find our class and making music together is both fun and rewarding. This class is about **US** and the **MUSIC** we make **TOGETHER**.

Please contact me with any questions or concerns you may have.

Brian Fox  
bfox@carson.k12.nv.us

## STRINGS AT CHS

This year we are blessed with two Orchestra classes at CHS: Concert Orchestra and Chamber Orchestra. As the program grows, we will see the size of the Concert Orchestra increase. Chamber Orchestra is right about where we want it. In the future, we will see a third orchestra class open up, as well.

Orchestra students need to practice their instruments outside of class – at home, during lunch or enrichment, or after school – in order to be successful. High school students are required to practice 25 minutes a day, five days a week - outside of class. Studies have shown that just a few minutes a day is the most effective practice schedule. Students record their practice weekly on the CCSO Orchestras website.

### COURSE EXPECTATIONS

In order for us to achieve our potential as a performing group, each student must abide by the following rules, which are mostly just common sense. You'll get more done and be very proud of your accomplishments.

- You are expected to be in class on time.
- You will have three minutes to get your necessary materials (instrument, music stand, music and pencil) and get to your assigned seat.
- It may be necessary to set up chair and stands prior to class or to clean up chairs afterward. All students are expected to help with setup.
- **Food of any kind is not allowed in the classroom – this is a school policy to prevent severe, life-threatening allergic reactions.** Students may carry a water bottle.
- No gum – this is a school rule.
- No cell phone use during class – this is also a school rule.
- Be respectful to your director, peers and school property at all times. Take care of your materials, treat others as you'd like them to treat you, use school-appropriate language.
- Respect the instruments and the property of others – never, ever get into another student's instrument without their permission. String instruments are fragile and easily broken or damaged. If you damage another student's instrument, you will be required to pay for its repair or replacement.
- Do not leave your seat without permission.
- Pay attention in class – if you're not actively participating, it will be reflected in your participation grade, your work ethic grade and, if appropriate, your behavior grade.
- Pick up after yourself! Do not leave music, class materials or other personal belongings in the orchestra room. Items left in class will be placed in the school lost and found. You will enjoy a clean room much more!
- You are expected to keep up by practicing outside of class at home or at school. If you need help with your music, ask for help. Students who don't learn the music because they didn't practice may not be able to perform with their class, at Dr. Fox's discretion.

## MAKE-UP WORK POLICY

If you are absent and the absence has been approved by Dr. Fox, you will be required to make up the work in order to receive a grade. It is YOUR responsibility to request make-up work within 5 days after receiving the assignment. Failure to turn in make-up work will result in a zero for that particular assignment. Sponge activities which are graded on participation only are not required to be made up if you have an excused absence.

## MISSED PERFORMANCE POLICY

Culminating performances in music are given the same weight as final exams in other classes. Students who know they will miss a performance must notify the teacher two weeks prior to the scheduled absence and provide a handwritten note from a parent or guardian stating the reason for the absence, date of the absence, and a contact phone number for each absence at the next regular class session. Absences will be excused at the discretion of the orchestra director.

*Excused absences* from performances include personal illness (advance notice is appreciated, when possible), death in the family, and vacations *with parents*. Excused absences may also apply to direct conflicts with other school activities, at the discretion of the teacher, but **will not** be granted for absences from major performances, such as the Fall, Holiday, Festival, and Spring concerts. Dates are posted as soon as they become available and students and parents are expected to make arrangements for the student's transportation and participation. Note that this year we will have to have some after-school rehearsals when necessary to combine classes prior to performances. These are mandatory and students who miss them may not participate in the performance.

*Some* examples of *unexcused absences* include observation at other school activities, vacations without parents or without giving a two-week notice, extracurricular sports and other activities, or volunteer activities with other clubs or organizations.

If a student misses a performance, they have the opportunity to complete a make-up report. Excused absences can earn up to 100% on the assignment; unexcused absences can earn up to 50%. Absences from mandatory after-school rehearsals cannot be made up, but they can be excused so that the absence does not count against the student's grade.

## CONCERT ATTIRE

Concert attire is a white button-down shirt or white blouse, black slacks or long black skirt, black socks and shoes (closed toe), and a black tie (optional) for boys. Boys may also wear a black tuxedo. Wearing inappropriate concert attire will result in the student being excluded from that performance or a lower performance grade, at Dr. Fox's sole discretion.

## CONCERT ETIQUETTE

Students will be actively graded on Concert Etiquette at all performances, which means that students must not talk or make noises while in the audience. They must remain in their seats unless called to come backstage and prepare. There will be a volunteer in the concert hall who observes and enforces concert etiquette. All offenders will be reported to Dr. Fox.

## TRAVEL

The orchestras will travel for performances and festivals. It is the YOUR responsibility to keep up in your other classes, and to get homework from other teachers prior to leaving on a field trip. You must demonstrate excellent citizenship (grade of B or better) in order to be eligible to participate in a field trip.

## TEXTS AND MATERIALS

### Concert Orchestra

- Sound Innovations: Sound Development – Warm-up Exercises for Tone and Technique – Intermediate String Orchestra, by Phillips, Boonshaft, and Sheldon, published by Alfred Music (\$8).
- Various performance pieces for String Orchestra

### Chamber Orchestra

- Sound Innovations: Sound Development – Warm-up Exercises for Tone and Technique – Advanced String Orchestra, by Phillips, Boonshaft, and Sheldon, published by Alfred Music (\$8).
- Various performance pieces for String Orchestra

Books are available for purchase during class. Money is due to Dr. Fox by Friday, August 23, 2019.

## Materials & Supply List

Students will need to provide the following materials and supplies:

**Instrument:** Students need an instrument in good working condition, equipped with four fine tuners (this applies to violin, viola, and cello). Please consult Dr. Fox before purchasing an instrument. There are some less expensive instruments that may not be worth the money. Orchestra teachers call them “Violin-Shaped Objects” for a reason! Please also do not ever attempt to work on your child’s instrument. Only experienced String professionals should repair instruments—this includes tuning the instrument!

The *Carson City Symphony* owns some rental instruments. Availability is limited and preference is given first to students who have greatest financial need, then to

8<sup>th</sup> grade and 7<sup>th</sup> grade students (in that order) who were in orchestra the previous year. The instruments are available for a monthly fee. Instruments must be kept in good working condition. If substantial damage occurs, parents will be contacted to arrange for repair and payment. Please see the rental agreement form for additional information. Renting a Symphony instrument is a privilege, not a right, and students who misuse Symphony instruments will lose that privilege.

Students who rent Symphony instruments are expected to purchase their own replacement strings, if needed, and rosin.

Instruments are also available to rent from the *Carson City School District* on a limited basis. See Dr. Fox for details.

### **Supplies:**

**The following supplies are covered under the \$25 lab fee, due Friday, August 23rd**

1. **Strings** may need to be replaced during the year. It is a good idea to keep a set on hand. At a minimum, extra E and A strings for violins, A and D strings for violas, and extra A and D strings for cellos.
2. **Bow rosin**
3. **Cleaning cloth**
4. **Sponge shoulder rest**
5. **“Rock stop” for cellos and basses**

**The following items are not covered under the lab fee and should be purchased or provided**

6. **Standard shoulder rest**
7. **Folding music stand** for at-home practice, \$8-12
8. Tuner (recommended for at home tuning), about \$18
9. Metronome (strongly recommended), about \$18

## **GRADING**

Your grade will be based on the following:

- 30% Concert participation and attendance (100 points per concert)
- 25% Daily participation and attendance (50 points per week)
- 20% Playing Tests
- 20% Semester Finals
- 5% Homework/Practice record

### ***Daily Participation and Attendance***

You will earn 50 points per week for class participation. This includes coming to class and being ready on time, having your music, other materials and pencil, and your effort and attention in class. Classroom behavior affects not only your progress in class, but the progress and success of everyone else in the orchestra, and it will therefore be reflected in your grades for behavior

and work ethic as well. Grades for attending after school rehearsals, if required, are posted under the participation grade.

### ***Concert Participation and Attendance Grading***

You will receive 100 points for each performance. Grades will be based on:

- Proper concert attire (have proper uniform for event and look professional)
- Proper performance etiquette (professionalism and being in assigned place at all times)
- Punctuality/attendance (arrive at the assigned time and stay for the ENTIRE concert)
- Clean-up after the concert (if we all pitch in, it will go fast!)

Attendance at performances is mandatory. **After-school rehearsals may be required** and will be posted as far in advance as possible. It is critical to maintain good grades and citizenship in other classes in order to participate in performances which take place during the school day. Dates will be posted as soon as they are available and may be subject to change (we are not always in control of the scheduling of events).

### ***Assessment, Tests and Homework***

In-class evaluations, observations, written quizzes or homework, and taped or in-class performance assessments are included in this grade. Where appropriate, performance assessment grades will be based largely on demonstrating improvement. Opening sponge activities at the start of class may be used for assessment purposes from time to time to demonstrate understanding of the material being covered.

### ***Homework/Practice records***

Students are required to practice 120 minutes per week outside of class and to document their practice on a time sheet which is turned in for credit. Practice record forms are distributed in class. The practice/homework grade is posted on Infinite Campus under the overall grade (homework/practice, 5%) and under the separate work ethic grade (about 50%).

## **PROGRESSIVE DISCIPLINE PROCEDURES**

Inappropriate classroom behavior affects ALL students in the class and the success of the orchestra. Unacceptable behavior will be subject to correction using a system of progressive disciplinary actions including, but not limited to, removal from the class.

1. First offense: Students will receive a verbal warning.



2. Second offense: The student's daily class participation points will be lowered, the student may be assigned a detention or other consequence, and a minor offense may be entered on Infinite Campus.
3. Third offense: The student will lose participation points and may be assigned a lunch detention or other consequence, and the parent will be notified. A minor offense will be entered on Infinite Campus.
4. Fourth offense: The student will receive a minor offense in Infinite Campus; if it is the student's 4<sup>th</sup> offense, it becomes a major offense to be handled by the school administration.

**Bullying and/or harassment or reports bullying/harassment of other students will result in mandatory immediate referral to the office and/or school police in accordance with school policy. Please see the new policy, effective this school year, regarding bullying on the CCSD website.**

## Local Music Shops

**Play Your Own Music – Vince Gates – 885-7529 – 112 E. John St. Carson City, NV 89706**

**Absolute Music – Dave Warriner; Jon Bentley - 852-2637 – [www.absolutemusiconline.com](http://www.absolutemusiconline.com) - 8175 S. Virginia St. #600, Reno, NV 89511 – [info@absolutemusiconline.com](mailto:info@absolutemusiconline.com); [absolutemusic@sbcglobal.net](mailto:absolutemusic@sbcglobal.net)**

**Blue Note B's Horn Shop – Craig Dill – 453-9219 – [www.bnbinstruments.com](http://www.bnbinstruments.com) - 1155 W. 4<sup>th</sup> St, #118 Reno, NV 89503**

**JamPro Music Factory – (775) 800-1772 – [www.jampromusicfactory.com](http://www.jampromusicfactory.com) - 9300 Prototype Dr. Reno, NV 89521**

Questions you may wish to ask when renting an instrument:

- What portion of the rental payment applies toward the purchase?
- Is it a month-to-month contract or long term? What happens if you return it before (1) it's fully paid for or (2) if the term is not up?
- Would you be able to upgrade or “upsized” the instrument later?
- What is the procedure for repairs while you are renting? Are the repairs done “in house” or is the instrument sent elsewhere for repair? Do they loan you another instrument while they have it for repair?
- What is your responsibility for repairs? Which types of damage and repairs are covered?
- Is anything else included? For example, do they also include a music stand, book, rosin, shoulder rest, rock stop or other supplies with the instrument?
- Does the instrument have four fine tuners in good condition?

## STUDENT AND PARENT AGREEMENT

The CCSO Orchestras Student-Parent Handbook is located at <http://ccsd-orchestras.weebly.com>. Please read the handbook carefully. It is very important that you and your child understand the policies and procedures for our orchestra program. With your commitment and cooperation, we can have a great year.

Each student and his/her parent or guardian must sign the statement below, indicating you understand and will abide by these rules and policies. ***Parents must provide transportation to and from performances that take place outside of school hours, e.g., Fall, Winter, "Festival," & Spring Concerts.***

**Important updates and other information will be communicated via e-mail and in class. It is critical that I have an accurate e-mail address for you to ensure you receive them.**

Thank you for your cooperation, and I look forward to a truly outstanding year in Orchestra!

Please sign and return this page by **Friday, August 23, 2019** (10 points homework credit). **In addition to the \$8 method book fee, there is a \$25 lab fee associated with this class. The total amount due per student is \$33. Please make check payable to your school.**

Student Name: \_\_\_\_\_ Class Period: \_\_\_\_\_

Student Signature: \_\_\_\_\_ (STUDENTS MUST SIGN, TOO)

Parent/Legal Guardian Name: \_\_\_\_\_

Parent/Legal Guardian Signature: \_\_\_\_\_

Parent/Legal Guardian Phone Number: \_\_\_\_\_

Parent/Legal Guardian E-mail Address (required): \_\_\_\_\_

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## PARENT VOLUNTEER INFORMATION

*Our music program is made possible by the contributions and support of our parent volunteers. We appreciate any help you may be able to provide. Please check any of the following areas in which you are willing to help. Thank you!!!*

- \_\_\_ Chaperone at festivals and on trips
- \_\_\_ Concert program design and printing
- \_\_\_ Provide food for concert receptions or for student rewards following a concert
- \_\_\_ Parent recruitment for events—calling for volunteers

- \_\_\_ Fundraising—organizing and assisting
- \_\_\_ Grant Writing
- \_\_\_ Photographer (photos)
- \_\_\_ Video photographer
- \_\_\_ Transportation
- \_\_\_ I can help financially