

**ORCHESTRA PROGRAM
CLARENCE E. CULVER SCHOOL**

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HELLO AND WELCOME to the 2015-2016 Orchestra Program! I am glad you and your family are a part of an activity that combines culture, fun, focused effort, and teamwork to produce a result that will be enjoyable to you and to others. This packet contains valuable information on **expectations, performance policies, grading policies, as well as a detailed list of all required concerts and commitments that extend beyond the school day.¹** There is an **agreement form at the end of this handbook that must be signed by one or both parent/guardians and the student once all the materials in the handbook have been covered.**

Intermediate Orchestra - Second/Third Year Players

Small group lessons continue on a weekly basis. **Students are responsible for checking with their classroom teachers before they come to a sectional lesson and for making up any missed work.** At this point students are completing the second half of the first book. Students are playing with improved tone quality, technique, and rhythmic accuracy. Their note range has expanded and they play music that incorporates eighth notes & rests, dotted quarter notes, and various tempo and expression markings. **Intermediate Orchestra rehearses on Mondays and Tuesdays at 7:15AM.** The doors will open at 7:10AM.

GRADING SYSTEM

The academic grading is based upon the following:

- i. **Preparation (Practice) of Assigned Music/Written Assignments (30%)**- Assigned music must be prepared thoroughly and individually by each player. Each student will be required to practice his/her instrument individually 5-7 days a week for 20-30 minutes. REHEARSALS ARE NOT PRACTICE SESSIONS. Instruments should be brought home each day. Individual preparation may be assessed by the director through written records, rehearsals, lessons, practice assignments, quizzes, playing tests, and performances. Students will also create an online blog that will be a way to submit recorded playing tests and assignments. Occasional written assignments or projects that are in addition to practicing may be assigned. Any assignment must be turned in on time to receive full credit.
- ii. **Daily Participation (30%)**- Daily Participation includes being prepared for every rehearsal and lesson, punctuality for all rehearsals and lessons, and the conduct of a student in rehearsal.

¹ Concert schedule is subject to change. If for some reason a concert is added or deleted from the attached schedule, notice will be given well in advance. If there are any questions or concerns regarding the concert schedule, feel free to contact Mrs. Miller.

- i. Materials/Equipment- Every student is expected to come prepared to rehearsal and performances. They should bring the following to every rehearsal and lesson:
 - i. Instrument- in good playing condition. If there is a problem with the instrument, the student is responsible to take it to the shop where it is rented or to bring it to Mrs. Miller for help.
 - ii. Music in Provided Music Folder- While the music and music folder are provided, the student is responsible for keeping it in an organized playing condition. Sheet music is the property of the school and there may be a fee if the music is lost or damaged.
 - iii. Technique Book
 - i. Intermediate Orchestra- Essential Elements 2000 Book 1
 - iv. Pencil
 - v. Necessary Accessories
 - i. Violin/Viola-shoulder rest, rosin, clean cloth, mute (if applicable)
 - ii. Cello/Bass- rockstop, rosin, clean cloth, mute (if applicable)
- ii. Punctuality- Daily participation is vital to the growth and success of both the ensemble and the individual student. Therefore, it is essential that each student be on time and present for every rehearsal. An **unexcused** absence for a rehearsal will result in a ZERO grade for that rehearsal. Frequent tardies (see CLASSROOM EXPECTATIONS for an explanation of a tardy) will also affect a grade.
- iii. Rehearsal Conduct- Every student is expected to participate fully in each rehearsal and lesson. All classroom expectations should be followed and students should do their best at each rehearsal. Positive attitudes will help not only the morale of the orchestra, but also will help the group perform better as an ensemble. Students are to sit with proper playing position and play to the best of their abilities.
- iii. **Performances (40%)**-Every orchestra member is vital to a group performance. Therefore, attendance at every concert for one's orchestra is **REQUIRED**. An unexcused absence from a performance will result in a ZERO grade for that performance and cannot be made up. Notice of an excused absence must be given at least **one month** ahead of a performance and will be excused at the discretion of the director (emergencies and illnesses must be communicated as soon as possible). Excused absences will only be allowed under the following circumstances:
 - i. Family Emergency
 - ii. Illness that occurs on a school day (Doctor's note and/or Parent's note required)
 - iii. Religious holiday observations**All other absences will be considered unexcused unless otherwise discussed and cleared ONLY by Mrs. Miller.** Students who miss a performance and are excused may be required to make up the performance with an additional assignment.

The call time for each performance is **45 minutes** prior to the start of the performance unless noted otherwise. Tardiness to a performance will result in a lowered grade for that performance. Additionally, students are expected to remain at the concert **for its entirety**. **Anyone leaving early will have his or her performance grade reduced.**

CLASSROOM EXPECTATIONS

- Students are to be in their seats and ready to tune, with instrument, music and pencil, **two minutes after the start time** of a rehearsal or will be considered tardy. If a student is still unpacking and setting up after two minutes, he or she will be considered tardy.
- Instrument and music storage areas are to be kept clean at all times.
- **No gum** is allowed in rehearsal or small group lessons.
- **No cell phones, ipods, or other electronic devices NOT provided by the school are permitted to be used in the room at any time or at any school-sponsored event.**
- Students must respect each other, the faculty, personal property, and the property of the school and their peers.
- Instruments are to be stored in the lockers when not in use and are used **at your own risk**. The school is not responsible for lost or stolen items left in the orchestra area.

CONCERT DRESS

Concert dress is required at all performances. If the concert dress is not followed, students may be sent home to change. If a student is tardy or misses the concert as a result, then applicable grading procedures will be followed.

Gentlemen: red polo shirt (we recommend the Culver polo shirt), black pants, black socks, and black dress shoes

Ladies: red polo shirt (we recommend the Culver polo shirt), black pants or long skirt (no skirt may be above the knees), dark pantyhose, leggings, or socks, and black dress shoes

CONCERT SCHEDULE FOR 2015-2016

<u>Date</u>	<u>Time</u>	<u>Event</u>	<u>Location</u>	<u>Orchestra</u>
9/8/2015	7:15AM	1st Intermediate Orch Rehearsal	Culver	Intermediate Orchestra
11/18/2015	7:00PM	Fall Concert	Culver	Intermediate Orchestra
3/15/2016	7:00PM	March Concert	Culver	Intermediate Orchestra
5/17/2016	1:00PM	Spring Concert Assembly	Culver	Intermediate & Beginning Orchestra
5/17/2016	7:00PM	Spring Concert	Culver	Intermediate & Beginning Orchestra

Student Signature

I, _____, have read and agree to the above policies for being in the Culver Orchestra program. I accept the responsibilities listed so that I can fully participate as a member of the orchestra community. I understand that attendance to all rehearsals and concerts is mandatory and that my grade will be affected if I choose to miss or be tardy to any requirement. I have received the list of all scheduled performances and understand that they are subject to change. I know that if a performance time and date is changed, I will be notified in a timely manner and will make accommodations to be at any additional performance.

X Student Signature

Parent Signature

I, _____, parent/guardian of _____, have read and agree to the above policies for my student to participate in the Culver Orchestra program. I accept the responsibilities listed as they pertain to my student. I understand that attendance to all rehearsals and performances is mandatory and that my student's grade will be affected if there are any unexcused absences and/or unexcused tardies. I have received the list of all scheduled performances and understand that they are subject to change. I know that if a performance time and date is changed, I will be notified in a timely manner and will make accommodations for my student to be at any additional performance.

I also give permission for my student to have an online blog that is part of their google student account. I understand that the privacy settings may be changed by my student and the school is not responsible for such a change. The recommended privacy setting for the orchestra blog is to share it with Mrs. Miller only.

X Parent/Guardian Signature

Preferred Guardian Phone: _____

Preferred Guardian E-mail: _____

In the case of a cancellation or change in schedule, every effort is made to notify parents and students in a timely manner. If you would like to be texted notifications of canceled morning rehearsals, concert reminders, and reminders about other orchestra activities, please indicate the

cell phone number you would like the information to be sent (this is through remind.com and standard message/data rates will apply):

Cell Phone: _____