



## Orchestra Director

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## EVHS Orchestra Goal and Mission

The goal of this orchestra program is to provide for all students a well- rounded, sequential course of study in music. The arts are a core element of any academic curriculum. We strive to integrate literature, science, math, social studies, visual arts, and the performing arts into our academic program. The mission of the Orchestra program is to create students who are musically literate, with a life-long love and appreciation for all music, prepared upon graduation to pursue music as a consumer through their leisure activities, or as a career.

## Classroom Expectations

1. Bring **all** equipment and supplies daily.
2. Be on time for all rehearsals and concerts.
3. Be prepared - practice makes it better.
4. Be respectful to others during rehearsals and concerts
5. Be informed - check the calendars and websites often.

## EVHS Orchestra Online Resources

**School Email:** School email is used to keep track of information that is vital to the program, It will be used to communicate with orchestra students. PLease ensure you will check your email regularly.

**Schoology:** Schoology will be used to communicate assignments, rehearsal dates, and Orchestra events. All EVHS Orchestra students must join the Google Classroom.

**[EVHS Orchestra Website With Calendar](#)** : EVHS homepage, under “Department”--- “Fine Arts”--- “Orchestra”. A live google calendar is also on this page, if any changes are made this will populate automatically.

# EVHS Orchestra Parent Club and Volunteering

We could not have a successful orchestra program without the help of active and supportive parents! Our meetings will be announced via email.. All parents are welcome to come to our meetings and help with our orchestra!

ALL Parents and volunteers who work with students are asked to fill out a [volunteer background check](#) on the GISD website

## Concerts

**Concert attendance is required of all Orchestra students.** The Orchestra concert is the “final test” following many hours of preparation and study. In an ensemble, like an orchestra, each musician is important to the total sound. During class rehearsals, musicians become dependent upon each other in the musical matters of blend, intonation, style, articulation, tone quality, and dynamics. When individual students are missing from the concert, the group sound changes dramatically. This can be disastrous and very unfair to the other musicians. So being mindful of the orchestra calendar is extremely important!

If conflicts occur, other than serious illness or a death in the family, notification and a request for permission for the student to miss the event must be submitted by the parents to the orchestra director at least **two weeks** in advance of the scheduled rehearsal or performance. Medical and dental appointments are not usually emergencies.

If your student has a job outside of their regular school responsibilities, please make arrangements with employers to be available for **all** rehearsals and concerts. Because the rehearsal and concert schedule is available months in advance, work conflicts are not considered reasons to miss a rehearsal or a concert.

## **Concert Etiquette**

Concerts are different from sporting events or rock concerts, and have their own etiquette. The following guidelines should be followed by not only students, but by all people attending formal concert performances to show respect for all performers!

1. Talking during a performance is not allowed. Talking is disrespectful to other performers and to audience members who wish to hear the performance. Talk in between pieces of music, and stop talking when you see that music is about to start.
2. Do not leave your seat for any reason other than an emergency. You have ample time to use the restroom and drinking fountain before the concert begins, therefore, these are not considered emergencies. If you must leave, do so quietly and inconspicuously **between pieces** or during applause. Make sure the auditorium doors do not slam shut.
3. No food or drinks are allowed in the auditorium, including the stage and backstage area. Water must be in a closed container.
4. Support your fellow orchestra members with appropriate applause. Yelling, whistling, and calling names are considered inappropriate during formal concerts. Audience members should never cause attention to be taken off the performers onstage.
5. During serious music, applaud when the conductor lowers his or her arms.
6. During pop or jazz music, you may applaud for a soloist during the piece.
7. In pieces that have more than one movement, applaud after the final movement is completed. This will be noted in the program. The conductor will lower his or her arms when the final movement is over.
8. Set a good example for the audience. Other people may not know how to act in a formal concert and are watching you for clues on how to behave.
9. Cell phones should be turned off, or on silent during concerts. So no texting or gaming please!
10. Move to the stage carefully and quietly. Watch for instruments that are beside you and on the floor, especially when you reach the stairs.
11. Enjoy the concert! This is the only time you will ever get to see it.

# UIL Contests & Evaluations

## **TMEA All-Region Orchestra– TMEA All-State Orchestra Auditions**

HS Students can choose to audition for the Texas All-State Orchestra, an incredible musical experience! Students must be accepted for the Region Orchestra to become eligible for the All-State audition.

To become a member of the All-State Orchestra, a student must be selected through a series of auditions:

1. Region Auditions (October 12-13 , 2021)
2. All-State Taping

Individual help sessions will be provided at no cost to students with school directors.

For more information concerning the All-Region audition process, please visit the [Region 26 Orchestra website](#)

## **UIL Solo & Ensemble Contest**

This is an optional contest for students who choose to attend.

- Students are judged based on their individual or small group performance.
- Pieces must be selected from the [UIL Prescribed Music List](#) - **Some solos may require an accompanist**
- Participation in this event will require extra time outside of the school day.
- Students must demonstrate proficiency on their solo before participating at the contest.
- **If a student drops out of the contest process at any time for any reason, their money for fees and accompanist will not be refunded.**

### **Fees & Expenses:**

- Entry Fee - \$10
- Practice sessions with accompanist, and performance at contest - \$50.00
- **State level only**:Practice/performance sessions with accompanist - \$100.00

## **UIL Concert & Sight-Reading Evaluation**

This is a required contest for all ACADEMICALLY ELIGIBLE students in selected ensembles.

Students are judged based on the overall performance of the ensemble in which they participate.

- This UIL contest takes precedence over other school activities, and any absence from school is considered excused. Students are responsible for any missed work.
- Rehearsals for this contest will take place during class; however, sectional and other rehearsals before or after school will be required.
  - o Any student who misses required UIL rehearsals will not be allowed to participate in the contest, at the director's discretion.
  - o Students will be asked to demonstrate proficiency on the music before being allowed to participate.

## **Conflicts with Orchestra Activities**

We orchestra directors LOVE that our students are multi-talented! But when a student is involved in more than one activity that requires after school time, conflicts may occur. Students, orchestra directors, parents, coaches, and sponsors need to know in advance when there is a conflict so that there is time to determine how to handle the conflict (compromise – try to go to both activities for a shorter time, miss one or the other activity, work out a ride, etc.).

This list should help students to handle a conflict between two events.

- A UIL event takes precedence over any non-UIL event.
- A district level event takes precedence over any non-district, lower level event.
- A performance/district level event takes precedence over a practice.
- A practice for a UIL or district level event takes precedence over a practice for a non-competitive performance/game.
- When there are two activities of equal importance (practices, performances/games, competitions) students will need to work out a compromise with all parties involved (coaches, managers, directors).
- A practice for a one time performance takes precedence over a routine, regularly scheduled practice.
- A school event takes precedence over a non-school event, even if that non-school event is a competition.

Students MUST check event calendars for ALL of their scheduled activities for conflicts as soon as dates are available. Sometimes, a student will need to make a choice regarding activities that are of equal importance without fear of reprisals or forfeiture of status/position. Family events must be scheduled around REQUIRED orchestra activities.

# Conflicts & Eligibility

## **Conflicts - Student Jobs**

Having to work is NOT considered an excused absence.

Students will have access to the Orchestra concert calendar the first week of school - make arrangements with employers well in advance to eliminate conflicts.

If employers are reluctant to let a student take off work, please let me know. I can contact employers to see if there is a solution to the conflict.

## **Driving Policy for Off-Campus Events**

For safety and liability reasons, the following policy must be followed:

1. Students are not allowed to drive to or from any off-campus orchestra event without written permission IN ADVANCE from their parent/guardian.
2. If a student must come late or leave early, they are encouraged to do so with a parent.
3. Students will not be released to anyone unless a permission note, signed by the parent, has been turned in.
4. No changes may be made partially through a trip without receiving notice of the change in writing.
5. Students may not ride with other students or other students' parents unless they bring written permission IN ADVANCE from their parent/guardian.

## **Eligibility**

Students do not have to be eligible (UIL no-pass, no-play policy) to participate in required evening concerts.

Students in ISS at the time of an evening concert are not allowed to perform or attend the concert. If an orchestra activity causes the student to miss another class, the student is responsible to promptly make up all missed work. Students DO need to be academically eligible for all UIL activities.

## **Curricular Orchestra Activities**

Curricular Orchestra Activities are those activities that occur as an extension of the orchestra class, as designated by the Texas State Law and UIL.

- Curricular Orchestra Activities include graded orchestra concerts, rehearsals and sectionals.
- Curricular Orchestra Activities may occur during school, before or after school, or on the weekend.
- Eligibility is not a factor when determining participation in curricular Orchestra activities.

## **Extra-Curricular Activities**

Extra-Curricular Activities are those activities, particularly contests, which occur beyond the regular, required orchestra activities, as designated by the Texas State Law and UIL.

- Students are eligible during the next grading period if they pass all of their classes on their report card with a grade of 70 or above.
- Students who receive grades of "Incomplete" on their report card in any subject are considered ineligible. They have 7 days after the end of the 9 weeks period to complete the missing work and have their grades changed to passing to regain eligibility.
- Students who receive failing grades on their report card in any subject are ineligible, even if the student completes work to get the grade changed after the 9 weeks is over, unless the failing grade was given in error by the teacher.
- According to UIL, there is no special compensation given to Special Education students if the modifications set out in the A.R.D. have been met by the teacher.
- Students who are ineligible due to grades may regain eligibility at the end of the 4th week of a 9 weeks period by receiving passing grades for all of their classes on their progress report (given at the end of the 3rd week of the 9 weeks period). If eligibility is not regained at that time, the student will have another opportunity at the end of the 7th week by the same process as stated earlier. Students who fail to follow through with their responsibility regarding grades may be removed from orchestra or placed in a lower orchestra.
- Students who receive failing grades on their report cards or UIL grade checks may or may not be allowed to participate in orchestra activities. Participation will be determined by the orchestra director, in accordance with choir policy, school district policy and UIL rules.

# Fees, Supplies, & Equipment

## **Fees**

The following fees allow the Orchestra to purchase music, uniforms, participate in contests and string festivals, travel to contests, pay for judges, pay for meals at student events, and maintain the equipment and inventory required for a quality program. A payment schedule is suggested below.

Activity & Shirt Fee - \$35.00	Due: September 1st
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Please follow these guidelines when making payments to the EVHS Orchestra:

- If you are paying in cash, please have exact change.
- Make all checks payable to EVHS Orchestra.
- Please put the student's name in the memo area of all checks.
- Please put all money, and any extra required forms, in an envelope marked with the student's name, class period, type of payment, and EVHS Orchestra.
- It is easier to receive payments, especially cash, before the school day starts.
- Turn in all payments to the orchestra director, and ask for a receipt.

Your Orchestra director will notify any individual who has a check returned for insufficient funds. Cash and money orders will be accepted in this instance.

## **Equipment**

1. Orchestral Music will be given to each student in class. Each student will need to buy solo material appropriate for his/her instrument and playing level.
2. Instrument and bow in good playing condition.
3. Luggage tag with name and school clearly marked.
4. A spare set of strings.
5. A rock stop for cello and bass players.
6. Rosin
7. Cleaning cloth
8. 1" Black binder with hard cover and two dividers
9. Pencils - Multiples
10. Metronome and tuner (optional but recommended)- there are apps
11. Music stands for home.

## **Instrument Information**

Most damage to instruments happens from lack of proper maintenance. Teachers will educate students in proper care of their instruments.

**Students should always have spare strings in his/her case.** Strings always seem to break at the most inopportune moment, like right before a concert, or as you are walking in to play a solo! At the very least, violins should carry an extra E & A string, violas & cellos an A & D. Dominant and D'Addario brands are recommended for good sound quality. Directors have a limited number of emergency strings at school.

Broken strings and bridges that fall off are common string ailments that can easily be fixed by your teacher. Broken bridges, seams that become unglued or broken parts need special repair.

**All string repairs should be performed by a luthier - a string specialist!!!!!! The following are stores that have competent repair departments for string repair.**

- |                      |                                  |          |
|----------------------|----------------------------------|----------|
| ▪ Blackerby Strings  | 1111 W. Anderson Lane            | 469 9343 |
| ▪ Austin Strings     | 13276 N. Hwy 183 #201            | 918-1863 |
| ▪ Strait Music       | 13945 N Hwy 183 Round Rock       | 918-3743 |
| ▪ Terra Nova Violins | 7795 Burnet Rd, Austin, TX 78757 | 640-4072 |

## School-Owned Instruments

All students should have a quality instrument in good condition to play and practice. Violin and viola players are asked to provide their own instrument for use at school and at home. If the student is qualified for the free/reduced lunch program, an instrument may be provided for the student by GISD. Cello and Bass students are asked to rent an instrument for home practice, and use a school owned instrument for school playing if desired. A student is expected to care for a school -owned instrument as if it were his/her own. This includes providing rosin, rock stop, and the replacement of broken strings. Repair of damage caused by the student is the financial responsibility of the student. **When an instrument is shared (and used at school as a convenience) both students will share the cost of routine maintenance items.** Parents of students using school instruments are responsible for transporting the instrument to concerts.

The Georgetown Independent School District is able to provide a limited number of musical instruments for student use throughout the school year. EVHS director will provide appropriate instructions on the safe care and handling of this GISD-owned musical instrument. The rental fee for a calendar year is \$100. This fee covers the actual rental plus regular maintenance to be determined by GISD music staff members. This fee does not include repairs or replacement cost caused by student or parent/guardian negligence. For this reason, students and parents should work to ensure the safety and security of the instrument at all times, including appropriate care regarding temperature and weather conditions. GISD staff members will verify the condition of the instrument upon check-out and document this condition with photograph(s). The full repair or replacement cost for any damage caused by negligence after check-out will be the sole responsibility of the student and the parent/guardian. As with all GISD property, if the student moves out of this attendance zone, the instrument will be returned to the assigned campus.

Fees should be paid on the following schedule (checks payable to student's campus – ask director for specifics) –

Payment 1: \$20 minimum due within one week of check-out

Payment 2: an additional \$40 due by November 15 of this school year

Payment 3: final \$40 due by February 10 of this school year

*Note – this fee schedule can be altered by agreement between director and parent/guardian.*

Students borrowing EVHS instruments for class use only must pay \$10 for the use of the instrument during class. This will help pay for instrument repairs should damage occur. ALL students using school instruments must fill out the “Instrument Rental Agreement Form” BEFORE they are permitted to use school instruments.

## Grades & Assignments

### Grading Policy

Test grades. The following are assignments that receive test grades:

Concerts	Projects
Solo performance	In class/recorded playing tests
Ensemble performance	Written tests
Etude performance	

Daily grades. The following are considered daily grades:

After school rehearsals	Daily concert preparation
Morning rehearsals	Daily solo/ensemble prep
Weekly practice report	Sectional Attendance

Orchestra classes are performance based classes. Students will be graded on their performances. In the event that a student cannot participate in a rehearsal or a concert, they will be given an alternate activity in order to receive a grade for the work. Each specific grade level will weigh grades according to GISD campus grading policies.

All orchestras may have additional rehearsals before or after school as a regular part of their weekly practice. This allows the different orchestra classes to perform pieces together, and also allows wind players to join us for full orchestra. A complete schedule of rehearsals will be provided by the director. Sectionals will also be scheduled as needed. Students are welcome to use the orchestra room (when available) for individual or ensemble practice.

## Private Lessons

### **Private Lessons**

It is the goal of the Georgetown ISD Fine Arts Department to provide the very best learning experiences for each music student. One of the most valuable learning experiences is the opportunity for students to study privately with a professional music performer/instructor. This enrichment opportunity is open to all music students grades six through twelve that are enrolled in a GISD music course. While private lessons are not required of any student; experience shows that students enrolled in private lessons typically become more skilled, more focused, more dedicated, have more competitive success and generally enjoy music courses more than students not taking private lessons.

The GISD Private Music Lesson Program allows interested students the opportunity to receive additional individualized instruction beyond what can be provided by the GISD director. Some of the credit for the successes of the music groups of GISD no doubt is tied to the individual success of students engaged in the private lesson program.

The GISD music staff works to offer the highest quality private instruction. All instructors have been screened, completed fingerprinting and passed individual background checks required by Georgetown ISD.

Private lesson rates for teachers approved by GISD are as follows -

Per thirty minute lesson:

\$22 for teachers with less than three years experience teaching lessons in Georgetown ISD

\$24 for teachers with more than three years experience teaching lessons in Georgetown ISD

Students make payment directly to the private lesson teacher, not to the school or GISD.

Some private lessons take place during the school day - usually during your child's class period. Lessons are also offered before or after school depending on instructor availability. Lessons should be taken once per week for a minimum of 30 minutes each. However, other arrangements can be made with the individual private lesson teacher.

Please contact your campus music director to get recommendations about which of the GISD private lesson teachers would be best for your child. The GISD staff has the best understanding of the individual needs of each student and can make the best recommendations for pairing a student with a teacher.

### **General Information for Private Lessons**

1. All private instructors teaching on campus are screened and fingerprinted by the GISD.
2. Private Lessons are available for students in grades six through twelve enrolled in a GISD music course.
3. Private lessons are **optional. No student can be required or expected to take private lessons.**
4. Students electing to study privately are taught once per week during music class or before/after school.
5. If a student must miss a private lesson for any reason the private lesson teacher must be notified in advance. Twenty-four hour advance notice is preferred. If the student attends classes on a particular day, but misses his/her private lesson on that same day without proper notification, the student is expected to pay for the private lesson that is missed.

## Trips and Travel

### **Trips**

All GISD Orchestra students may be involved in small trips during the year. Parents are encouraged to attend these trips as chaperones. Trips may include:

- Local performances at the PAC
- Region auditions
- Special field trips (master classes, etc)

### **Festival Trips**

HS orchestra students take trips as a performing group within and/or outside the state of Texas. Trip location is determined by the Orchestra director and announced at the beginning of the school year. Students are highly encouraged to attend. A payment installment schedule is suggested to spread the cost over the year.

- Trip refunds are controlled by the tour company. The refund policy will be sent out with trip information. Students will forfeit part or all of the money they paid to attend the trip if they cancel after the refund deadlines.
- Students are expected to conduct themselves in a manner that reflects positively on Georgetown ISD. Students must follow the GISD Code of Conduct, as well as legal, ethical and moral requests from directors or chaperones while on the trip.
- Trip balances are available for each student according to the tour company procedures.
- Please make trip payments on time so that we may pay the tour company.
- Parents are invited to attend the trip as chaperones.

Trip itineraries are followed as closely as possible. Sometimes the exact return time from trips is difficult to predict due to traffic, weather, or bus breakdown. To help parents with this, the Orchestra follows this policy:

Approximately 40 minutes before our planned arrival time, students will be asked to use cell phones to call their parents. **Please be prompt when picking up students from trips or events!**

## Uniforms

### **Uniforms**

Students are expected to follow the listed uniform guidelines below, without exception. Students may not be allowed to perform if the guidelines are not met.

### **Formal HS Uniform**

EVHS provides the formal uniform for High School. Black dresses are used for the women, tuxedos are used for the men. The student is responsible for shoes. Women need to purchase black, low heel, closed toe shoes. Flip Flops are not acceptable, and super high heels are not acceptable. Black athletic shoes are not acceptable. Men need to purchase black socks, black dress shoes and a white button down shirt. Check with your director for the specific style before purchasing.

Uniforms will be issued to each student prior to the first formal concert of the year. Students are financially responsible for all parts of their formal uniform that they use, including dresses, jackets, pants, ties, cummerbunds, and garment bags. Repair and replacement costs if the uniform is damaged or lost are the responsibility of the student. Cost for replacement is \$80.00 for a dress, \$100 for a tux, \$60 for tux jacket, \$40 for tux pants, and \$15.00 for a bow tie/cummerbund set.

### **Informal Uniform**

The informal uniform consists of an orchestra T-shirt and either blue jeans or khaki shorts. Informal uniforms are worn to all outdoor concerts and on orchestra trips.



## **Conduct and Expectations**

### **Hazing, Bullying and Intimidation in GISD Fine Arts Programs**

It is the philosophy of the Georgetown ISD Fine Arts Department that every student enrolled in a Fine Arts course is entitled to a positive experience that encourages a life-long love for and involvement in the arts. Based upon this belief, it is critical that each student, parent and faculty member have a positive experience while participating in GISD Fine Arts activities. Students have the right to a safe and positive learning environment. This learning environment should be free of disruptions to the learning process. Hazing, bullying, intimidations, and physical or emotional threats must be considered as serious impediments to the learning process and cannot be tolerated. These incidents could occur in any combination between students, parents and/or staff members. Any event such as these must be reported to school district personnel immediately so that corrective actions can be made before events could escalate. All students must be made aware of how to recognize these dangerous behaviors and must be informed of procedures to safely report these types of activities with no fear of retribution or negative consequence. Likewise, parents have the responsibility to report inappropriate activities to school district personnel with no fear of reprisal by district personnel toward any student in the program. The recommended course of action when inappropriate action is witnessed or experienced is as follows:

- a. Witness, victim or any other person who is aware of a potential problem should report the inappropriate behavior to the activity sponsor as quickly as possible – normally within 24 hours.
- b. The activity director will immediately report this information to campus level administration. The director and campus administration will begin investigating the report with the intention of quickly putting an end to the inappropriate behavior(s). The Director of Fine Arts will be informed of the report(s).
- c. When appropriate, the campus administrator will instigate disciplinary action if such action is warranted.
- d. Campus administration will report to the Director of Fine Arts: 1) the alleged incident; 2) investigation outcome(s) and 3) actions taken, if any, to correct the behavior(s)

Students- you are each vital to the overall Orchestra program at EVHS. You each matter, you are each important, and you are each a valuable part of this team. The EVHS Orchestra is a safe place for you to belong. If you ever feel that it is not a safe place for you, please communicate with Ms. Ma. No bullying or rude behavior will be tolerated in the EVHS Orchestra, because every person here belongs and will be treated with respect.

## GISD FINE ARTS CODE OF CONDUCT

In Georgetown ISD, participation in Fine Arts Extracurricular Activities is a privilege - not a right. Students who participate in these activities represent themselves, their families, their group, the school, the district and the community. GISD fine arts students are expected to be positive role models and representatives.

As a result, students involved in extracurricular activities will be held to a higher standard than those not involved. This expectation extends to conduct that occurs at any time, on or off school property. *(GISD Policy FNC Local and Policy FO Local)*

**Based on these statements, the student named below is willing to:**

- **be held to a higher standard of student conduct**
- **adhere to the GISD Student Code of Conduct, including appendices that apply to extracurricular activities**
- **adhere to the all guidelines and procedures set forth by the sponsor(s) of this activity**

Failure to adhere to the above standards may result in removal from future orchestra events, extra-curricular activities, trips, ensembles or the program itself.

Student Printed Name \_\_\_\_\_ Grade \_\_\_\_\_

Activity or Group \_\_\_\_\_

Campus \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

# Additional Information

## Extra Curricular Activities:

Please list any before or after school activities your student is involved in. Please include the days of the week and times of these events. This will help eliminate scheduling conflicts as we plan sectionals and rehearsals!

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## Private Lessons:

If you are interested in registering your student for private lessons, please fill out the following information and you will receive contact information for amazing teachers in our area!

Student Name \_\_\_\_\_

Parent or Guardian Email \_\_\_\_\_

Parent or Guardian Phone Number \_\_\_\_\_

## Parent Volunteer Organization:

We love our Booster Club! If you want to assist your EVHS Orchestra program in any way- from distributing food or chaperoning events, to working at a concession stand or helping assign uniforms, we would love for you to join our wonderful team of parent volunteers. Please fill in your information here:

Your name \_\_\_\_\_

Email \_\_\_\_\_

Phone Number \_\_\_\_\_