

Faubion Middle School Orchestra



2009-2010 Handbook

FAUBION MIDDLE SCHOOL ORCHESTRA

MCKINNEY ISD - 2000 Rollins - McKinney, TX 75069 - 469.742.6699

Dear Faubion Orchestra Parents and Students,

Welcome back to the 2009-2010 school year! I consider it a privilege to teach your child in my orchestra class. We continue to uphold the highest traditions for our orchestra here at Faubion MS. Last year all of the Faubion Orchestras received perfect scores at every competition they competed in. I am excited to see the orchestra continue to grow this year to 150 students and I look forward to keeping our tradition of excellence as high as ever.

Students—this year I, again, encourage you to do your very best work—you are vital to our orchestra's success! Make a commitment to yourself to exceed your previous individual accomplishments. Set your personal and ensemble goals high and reach for the stars—you are in control of your own destiny!

The role of parental involvement in education cannot be overstated. Parents, your influence and support mean a lot to both student and teacher. Ask your child to show you what they have learned in class. Please get behind your student and encourage them in their individual practice and private lessons.

If you have questions or concerns, feel free to contact me. The fastest means is via e-mail. If you do leave a voicemail, please understand that as I teach 7 out of 8 classes daily, I may not be able to return your call until the end of the school day.

Remember to check the orchestra website frequently and keep your Charms account current and updated.

I look forward to a memorable year!

Sincerely,
Kari Zamora

Kari Zamora
Faubion Orchestra Director
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<http://www.misdstrings.com/faubion.htm>

INTRODUCTION

This handbook will outline policies and procedures of the Faubion Orchestra. Please detach the forms beginning on page 11 of the handbook and return them to Mrs. Zamora on or before September 11. Please keep the handbook and calendar at home so that you may refer to it when necessary.

PURPOSE AND PHILOSOPHY

The orchestra program at Faubion Middle School is the first step in what we hope will be a seven-year program of instruction for your child. It is our hope that participation in the orchestra program will foster a better understanding and appreciation of music and help students carry with them the knowledge, skills, and attitudes that will help them throughout their academic career.

Along with student musical growth, we expect to see student development in the areas of leadership, self-discipline, responsibility, teamwork, and a deeper appreciation for the beauty and joy that music offers to all who partake in it. It is the goal of the directors to promote musical understanding and outstanding orchestras. It is also the belief of the directors that students learn more and develop better self-discipline, responsibility, knowledge, and take more pride in superior orchestras. Through the dedicated work of many people, the traditions associated with this success will grow and flourish within Faubion Middle School and the surrounding community.

As a member of the Faubion Orchestra, you will be making a commitment that includes:

1. You will be a member of the orchestra for the entire school year. The orchestra is a team and its success relies on balanced instrumentation (having the right numbers of instruments in relation to each other). Careful consideration and planning have gone into placing each student in every group in this manner creating overall group success.
2. You will give your best effort always to improve as a musician. Work to always reach farther so that forward progress continues in your musicianship.
3. You will maintain a positive attitude throughout the year. Attitudes are contagious—have a great one!

CONDUCT

The behavior of an orchestra student reflects not only himself or herself but also his/her school and community. It is expected that each orchestra student:

1. Make a positive contribution to the orchestra
2. Display common courtesy and respect to directors, students, and parents
3. Follow rules and policies of McKinney ISD and Faubion Middle School

CLASSROOM EXPECTATIONS

1. Candy, gum, food, and drink are not allowed in any area within the orchestra rehearsal space unless provided by Mrs. Zamora. A bottle of water is the only exception.
2. Speak or play only when called on or invited to do so.
3. Bring your instrument, bow, binder, and pencil to class each day unless told otherwise by Mrs. Zamora.
4. Be in your seat with all your supplies and instrument by the time the tardy bell rings.

ATTENDANCE

An orchestra is a team and depends on all of its members being present at events for the team's musical success. Unlike many other classes where students may succeed or fail independent of others, the orchestra's success is dependent on all its members. Students are required to participate in all rehearsals and performances unless excused by the director. An orchestra calendar accompanies this handbook and should be studied closely as to avoid possible conflicts with other **school** activities (athletics, drama, choir, etc). Sectionals, extra rehearsals, concerts, and contests are considered an extension of the orchestra classroom instruction and are co-curricular.

Every outside of school rehearsal and performance is graded. Sectionals (meaning just an individual section meeting to practice) and after school rehearsals will be announced with advance notice on an as needed basis.

1. Written notices from parents are required for all event absences.
2. Advance notices are required for all prior commitments. A prior commitment is defined as an event you have already committed to before the orchestra calendar or event is announced. A notice of such commitment should be sent to the director the day after the schedule/calendar is announced. Conflicts with extra rehearsals are easily resolved with good communication.
3. In case of family emergency and/or illness, parents should send a written note or e-mail to Mrs. Zamora as soon as they are aware such a situation exists.
4. Attendance at all scheduled performances for the year is mandatory.
5. Failure to meet attendance requirements for performances can result in a student losing the privilege of traveling with the orchestra on extra curricular trips (like Six Flags, etc).

Please communicate directly with Mrs. Zamora if there is any scheduling conflict. Unexcused absences (such as forgetting, not having a ride, etc) and tardiness affects the musicianship and morale of the entire orchestra. A substantial make-up writing assignment will be given to students who miss performances. Only excused absences (such as illness, family emergencies, etc) will have the opportunity turn in the make up assignment for full credit. Unexcused absences will have the opportunity to turn in a make up assignment for the highest grade of a 70.

PROMPTNESS

To optimize any after school rehearsal time or warm ups prior to a concert, it is essential that all of the members are early so that we may start on time. This ensures that no instruction time is lost—please be considerate of your classmates and ensemble.

To be early, is to be on time
To be on time, is to be late
To be late, is to be very late

DAILY PROCEDURES

1. All FMS polices and expectations regarding all things will always be upheld in orchestra class
2. Violins/Violas should go home daily—this is essential to get into a good practice routine.

3. Fingernails need to be kept trimmed in order for a student to play with correct hand position and posture. Please do not use artificial/acrylic nails during the school year—it is impossible to play with them on.
4. Follow all teacher instructions the first time they are given.
5. Respect other students, adults, and instruments.
6. Play only YOUR instrument. School cellos/basses should be played ONLY by the student to whom it is assigned.
7. Please do not lean on music stands or put feet on chairs or stands.
8. Have a pencil every day.

DISCIPLINE AND BEHAVIOR

Discipline is a quality that must come from within an individual. As such, each student is responsible for his or her own actions as a member of the Faubion Orchestra. Procedures for dealing with a student who shows an inability to work effectively in class include a verbal warning, parent phone call/e-mail, detention, and a parent conference. If a student's behavior continues to be a problem after the above measures are taken, the orchestra director reserves the right to assign a student to a lower performing group or potentially remove the student from the orchestra.

Orchestra students are also governed by the MISD Student Code of Conduct policies any time they are involved in an orchestra function whether it involves all students or only one. The code of conduct form at the end of this handbook is for all orchestra functions throughout the year.

GRADES

According to MISD grading guidelines, Orchestra grades fall into two categories, 50% each:

Summative Grades (50 %)

- Playing tests
- Concert Performances
- Written tests

Formative Grades (50 %)

- Supply grade (one grade given each week, 10 points off the 100 point weekly total each day an item is forgotten)
- Playing Quizzes
- Music theory
- Practice Reports

Extra credit opportunities do arise—make sure you pay close attention to get bonus points!

FULL ORCHESTRA

This year marks the second year that Faubion will have a Full Symphony Orchestra. A Full Orchestra consists of strings, woodwinds, brass, and percussion and performs music from traditional orchestral sources and is a very rewarding, educational and fun experience.

Symphony Orchestra students and selected auditioned string players from the Sinfonietta Orchestra will make up the string section of this performing group. A rehearsal schedule will be released in December for the Spring Semester.

POPS ORCHESTRA

This year we are starting a “Pops Orchestra” at Faubion. This orchestra will play pop/movie music regularly, will start rehearsing one day a week after school starting in mid-October and will perform at the spring concert and other events as requested. Membership is open to any non-beginning orchestra student who keeps their orchestra report card grade at a 90 or above. In addition, students must have no unexcused absences from Pops Orchestra Rehearsals in order to maintain their membership in the group.

ACADEMIC ELIGIBILITY

A student shall be suspended from participation in all *extra-curricular* events sponsored/sanctioned by the school district during the nine week period following a grade report in which the student received a grade lower than a 70 in any class on their report card. This ineligibility begins seven days after the end of the six weeks period. Events affected by this “No Pass/No Play” state law include orchestra contests, solo ensemble contests, region orchestra (both auditions and clinic/concert), and any off campus trip where admission is charged. Ineligible students will be required to participate in concerts as they are co-curricular and an extension of the classroom.

An ineligible student may regain eligibility seven days after the grading period ends or after the three week evaluation period if they are passing all classes with a 70 or higher.

The orchestra program must pay for all reservations, judges, busses, and contest fees well before the actual travel/contest date. Trip and contest fees cannot be refunded if a student becomes ineligible after paying for a trip or contest.

EQUIPMENT

The following will be expected of all orchestra members:

1. Personal Instruments (violins/violas) should be placed in your orchestra locker and locked. After class all instruments should be packed up (end pins in and bows loosened) and stored in their assigned areas with padlocks locked. Keyed entry padlocks are provided for each student by the orchestra program. Loss of assigned lock will result in a charge of \$10 for replacement.
2. All instruments should be kept in good playing condition. Proper maintenance is essential.
3. All instruments cases should have name tags on them.

REPAIRS

String instruments are fragile. Keep your instrument in good condition. Students who own their instruments should carry extra strings in their case (this should be covered under a rental maintenance plan), have your bow rehaired when necessary (again, covered under a rental maintenance plan). Many times minor adjustments can be made by the director which may eliminate the need to go to a repair shop. Directors and Faubion Middle School are NOT responsible for any damage (instrument/string breakage, etc) that may occur to an instrument while making a repair or tuning adjustment. Please do not fix any instrument repairs yourself—this can often make the issue more severe and more costly to repair in the long run.

FAUBION ORCHESTRA SUPPLY LIST

Certain supplies are necessary to play an instrument correctly and effectively each day. Please make sure your supplies are always at hand when needed.

1. Instrument and bow

Correctly sized
Good condition
Rosin
Quality strings

2. Music Books

Beginning Orchestra—Essential Elements 2000 Book 1
Philharmonic Orchestra—Essential Elements 2000 Book 2
Sinfonietta Orchestra—Orchestra Expressions Book 2
Symphony Orchestra—Essential Technique Book 3

3. Binder, 1” black w/pockets (included in orchestra supply fee)

4. Shoulder rest for violin/viola

Required for good position and performance
Kun collapsible shoulder rest is preferred

5. A dry soft cloth

Cleaning cloth or piece of an old clean t-shirt or sock

6. Folding music stand

Used for practicing at home and occasional school concerts/trips

7. Rock stop for cello/bass

ORCHESTRA UNIFORM

Please let Mrs. Zamora know at least three weeks before a performance if there is a problem finding part of your concert attire.

Formal Concert Attire (worn for all formal school concerts and upper level orchestra contests)

Ladies: LONG solid black skirt (past knees when seated) or solid black pants (preferred), solid black shirt with either short or long sleeves, black socks, black shoes that cover toes. Bare legs need to be covered with skin toned or black pantyhose.

Gentlemen: Solid black pants, solid black shirt, black socks, black dress shoes

Informal Concert Attire (worn on field trips, informal performances, and beginning orchestra contests)

Faubion Orchestra T-shirt, jeans that do not have holes and substantial shoes that have toes (no flip-flops)

CONCERT ETIQUETTE

1. The appropriate way to show appreciation at a concert is clapping. Yelling or whistling is not appropriate.
2. Students are expected to stay and listen to all of the orchestras performing on the same concert.
3. As an audience member, students are expected to sit quietly and listen as other groups perform.

4. Turn off cell phones and leave other electronics (mp3 players, games) at home. The performers on stage have worked hard to prepare the music and should be acknowledged for their hard work.
5. Students will receive a concert etiquette grade as well as a performance grade for each concert.

INDIVIDUAL COMPETITIONS

All-Region Orchestra is made up of the finest middle school orchestra students within the Plano, Allen, McKinney, Lovejoy, and Sherman School Districts. Students audition each October for a chance to perform with one of three region orchestras. Those selected will rehearse and perform on one weekend in November and are featured in one special concert during that weekend. This is an honor and an exciting experience for those participating. Symphony students and 7th Grade Sinfonietta students are expected to audition. 8th Grade Sinfonietta and Philharmonic students are strongly encouraged to audition.

MISD Solo and Ensemble Contest is held annually each February during our solo/ensemble unit in orchestra. The contest provides an opportunity to perform a solo and/or ensemble and receive a rating and evaluation of their performance. Students who receive Superior and Excellent ratings will receive medals. Every student has one solo/ensemble entry already paid for within their orchestra activity fee. They will also receive a solo packet and practice CD for these solos. Students may enter additional entries for \$7 per entry per student. More information will be given in December.

ORCHESTRA PLACEMENTS

All upper level (non-beginner) orchestra students are placed in different orchestras which are ability-based. Student progress over the entire school year, the student placement exam, as well as balanced instrumentation (having the right number of instruments in relation to each other) are all factors Mrs. Zamora uses in putting students in the correct class. Students will all be placed in an orchestra that will challenge, yet not overwhelm them. Mrs. Zamora will monitor and make any necessary changes in level throughout the year (this is not common).

FUNDRAISING

We understand that no one enjoys doing fundraisers; however, they are necessary for us to do all of the extra events, trips, competitions and socials that we participate in throughout the year. We will be doing two fundraisers this year—Experience McKinney in November, and a candle/snack sale at the end of September/beginning of October. We would love it if you could participate in both; however, if you cannot, participation in one or the other goes a long way to support the orchestra program.

PRIVATE LESSONS

Private lessons are offered through MISD to interested orchestra students. Lessons are highly recommended, but are not required. Lesson teachers are screened and contracted by Mrs. Zamora and are all degreed experts on their instruments. In addition, they also have completed the district criminal history background check. The MISD private lesson rate is \$16 per 23 minute lesson (half of one orchestra class period once a week). This is paid directly to the teacher and usually requested that payment be at the beginning of the month and paid monthly (up to teacher's discretion). Please pay lesson fees promptly as this is how private lesson teachers earn a living.

Although your child receives valuable instruction in orchestra class, private lessons provide:

1. Students with an opportunity to deal with the unique challenges of the particular instrument they play one on one with an expert, degreed teacher. This will allow them to progress at their level at all times.
2. Review and reinforcement of class assignments when necessary
3. Earlier exposure to more advanced techniques
4. Expanded opportunities for advanced solo instruction
5. Greater confidence in their individual performing because of the individual attention they receive in lessons
6. Enhanced opportunities for success at individual competitions
7. Heightened standard for group endeavors such as concerts and contests

Private lessons in no way guarantee placement in an advanced orchestra class. Students will get more out of the lessons if they come to their lessons prepared. If interested in private lessons, please fill out the form on pg. 13 and return to Mrs. Zamora.

CHARMS ONLINE INSTRUCTIONS

Please hold on to this page so you can update the website should your contact information change during the year!

Also, please be advised that you must click the “**UPDATE**” button in the top right corner in order to save your changes and information after it is entered.

1. Using your internet browser, go to www.charmsmusic.com
2. Scroll down to the PARENT/STUDENT LOGIN
3. Enter *school* log-in with no spaces: **FaubionMSOrch**
4. Enter **student ID number** where it says “Enter Student Password.” A screen should appear with your name above the icons.
5. Click the “**student info**” link.
6. With the assistance of your parents, fill in all the white boxes on the page. *Be sure to include **ACCURATE EMAIL** addresses for you and your parents.* Please consider the “mother” field to be the primary guardian and “father” to be the secondary guardian. This is especially helpful if custody is split.
7. Under “Occupation/Skill”, please list parent’s occupation as well as any skills they may be willing to share with the orchestra.
8. Please indicate which elementary school was attended along with what high school will be attended in the future (if known)
9. If parent is willing to volunteer on projects or trips as needed, please click “volunteer”
10. ****CLICK “UPDATE” ** (top right)** when you’re finished otherwise your info will not be saved.
11. Repeat this process anytime your contact information changes. Use steps 1-3 anytime to see the calendar or forms. You will need your child’s password to view the account.

In the event that you cannot log into your account or have any questions, please email Mrs. Zamora.

SIGNATURE PAGE

Student Name (printed) _____

Parent/Guardian Acknowledgment

We have read and understand the Faubion Orchestra Handbook. We commit that we will support our child with his/her orchestra activities for the duration of the school year and will attend at least one function on his or her behalf. We understand and accept the rules and guidelines that our child is expected to follow.

Parent's/Guardian's Signature

Date

Student Acknowledgment

As a student and a member of this orchestra, I have read this handbook and understand all of my commitments for the entire school year and the policies of the Faubion Orchestra Program. As a member of this Orchestra, I will assume the obligations and responsibilities throughout the entire school year and do my utmost to accomplish the objectives and follow all principles, rules, and regulations.

As a member of this Orchestra, I understand that I must meet the membership requirement, obligations and responsibilities. Failure to meet the criteria for my assigned Orchestra may result in my being reassigned to an ensemble class more suited to my ability or maturity level.

Student's Signature

Date

Throughout the year opportunities may arise for us to publish your child's name, photo, or work in the local newspaper(s) or on our website. Please understand that we will NOT put named pictures on the website—no photos will identify students by name. Please read the options below. Not checking any boxes will be received as permission granted.

Newspaper

I do grant the Faubion Orchestras permission to publish my child's photograph or name in the local newspaper/publications

I do not grant the Faubion Orchestras permission to publish my child's photograph in the local newspaper but will allow the publishing of their name and the prestigious honor received.

Website

I do grant the Faubion Orchestras permission to publish my child's unnamed photograph in group/candid shots on the Faubion Orchestra website

I do not grant the Faubion Orchestras permission to publish my child's unnamed photograph in group/candid shots on the Faubion Orchestra website

Revised 7/31/2007

McKINNEY ISD MUSIC PRIVATE LESSON STUDENT/PARENT CONTRACT

Purpose of the lessons

The MISD private lesson program exists as a means for all students to better their musical skills by working with a professional musician who specializes in an individual discipline. The skills necessary to excel as a musician can only be attained with considerable work beyond the classroom. Private lessons guide the student along this path.

Cost per lesson

Each lesson will cost \$17.00.

Payment Responsibility & Schedule

All private lesson payments are the responsibility of the student and must be paid **in advance**.

Payments are made directly to the private lesson teacher. Teachers are instructed not to teach a lesson for which payment has not been received. Private Lesson teachers are responsible for tracking lesson payments and are required to issue a receipt for payments made by the student. Non-payment, returned checks, or repeated late payments are grounds for dismissal from the private lesson program.

IV. Attendance Policy

Students must give at least 24 hours notice for all cancelled lessons in order to receive credit for future or make-up lessons. Failure to do so will result in a defaulted lesson. Students will be charged the regular lesson rate for each defaulted lesson. Teachers will not be required to make up any defaulted lesson. In the event of an emergency, the lessons may be cleared of default status if a reasonable attempt to notify could not have been made. In such cases, notification must be made at the earliest possible time. Each music director will have the final word on all such determinations. If a student is late for a lesson, the teacher is under no obligation to extend the lesson beyond the normal ending time or to make up the lost time at a later date. If a teacher is late for a lesson, the teacher must either extend the ending time or make up the lost time at a later date. If a student is unable to contact the teacher to report a cancellation, the student may notify the director, if and only if he/she has attempted unsuccessfully to reach the teacher. The same policy/procedures will be in place for teacher cancellations with one exception. If the teacher gives 48 hours notice, the cancellations may be reported to the director to be relayed to the student.

Private Teaching Staff

The private instructors are regarded by MISD as private contractors. They are well-trained professionals and will adhere to all MISD regulations and guidelines. The director will supervise all aspects of the private lesson program. All private lesson teachers have undergone and cleared an extensive criminal history background check.

have read the above contract and agree to adhere to its terms and conditions:

X _____
Student date

X _____
Parent date

FAUBION ORCHESTRA ACTIVITY FEE

The Faubion Orchestra activity fee for the 2009-2010 school year is a one-time \$25 fee (This is \$10 LESS than last year!!). This includes the student's orchestra shirt, black performance binder/binder supplies, solo fee and CD, and cover a small portion for the numerous socials we have throughout the year. The orchestra t-shirt this year is a light blue with a custom design. Parents and friends may order an extra shirt at the cost of \$10 per shirt.

Please print

Student Name _____

Size _____

Activity Fee (all orchestra students)	\$25
Extra T-shirt (optional)	\$10
School Cello/Bass Maintenance Fee (required for all cello/bass students-see form)	\$15
*All-Region Fee (see denotes)	\$10
+Additional Donation (see denotes)	\$__
Total Paid (make checks payable to MISD) due by Friday, September 11	\$__

*Students in Symphony or 7th Grade Sinfonietta are expected to audition for region. Students in Philharmonic or 8th Grade Sinfonietta are strongly encouraged to audition

+Additional donations will be used to help students who can not afford their activity fee.

Please see Mrs. Zamora if you need to set up a payment plan to pay this fee in multiple smaller amounts throughout the school year. We are here to help!

Make checks payable to MISD. Cash or money orders are also acceptable. Fees are not refundable.

MISD STUDENT CO-CURRICULAR/EXTRACURRICULAR CONTRACT

I, _____, understand that it is a privilege and honor, not a right, to be a member of a McKinney ISD co-curricular/extracurricular activity.

I understand I must conduct myself with the utmost integrity and honesty as a student involved in co-curricular/extracurricular activities in McKinney ISD. I understand that my position as a student involved in co-curricular/extracurricular activities means that I am held to a higher standard of behavior, and therefore, may receive greater consequences than those outlined in the *MISD Student Code of Conduct* for conduct regardless of whether such conduct occurs on or off school property and/or at a school sponsored or school related event.

I understand that if I violate the *MISD Student Code of Conduct*, I may receive consequences in accordance with those outlined in the *MISD Student Code of Conduct*, as well as additional consequences as a result of my participation in co-curricular/extracurricular activities. I understand and agree that consequences assigned under this Contract will be assigned at the discretion and determination of the campus administrator and sponsor/coach of the activity and may include, but are not limited to, disciplinary consequences in, suspension from, removal from and/or prohibition from future participation in one or all co-curricular/extracurricular activities.

I understand that as a participant in a co-curricular/extracurricular activity, I must follow the *MISD Student Code of Conduct* in addition to all rules, regulations, and schedule commitments, as required by the sponsor/coach of the activity.

I understand that if I should find myself in a situation where alcohol, tobacco, or any one of the prohibited substances under the *MISD Student Code of Conduct* are being consumed by minors, I have an affirmative duty to remove myself from the situation immediately. In this regard, I am not permitted to attend a private or public, parental or guardian supervised or non-supervised, school or non-school function where prohibited substances are in use including, but not limited to field parties, keg parties and raves. It is an affirmative defense to a violation if I am in the presence of my own parent/guardian.

I have read this MISD CO-CURRICULAR /EXTRACURRICULAR contract and I agree to all of the terms and consequences stated herein.

Student Signature

Date

Parent Signature

Date

Parent Signature

Date