

VICTORIA ISD

**ORCHESTRA HANDBOOK**



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# **VICTORIA ISD ORCHESTRA**

## **2018-2019**

Welcome to Victoria ISD Orchestra! You will find that learning an instrument will be one of the most rewarding experiences that you will have in a lifetime. It requires work and dedication, but the rewards are worth it. You will make lifelong friends from this group and may find that being in a musical group is much like being part of a big family.

This handbook is designed to inform you of all aspects of VISD Orchestra. Parents and students will need to read the entire handbook and become familiar with the rules and procedures for this class. Please take a close look at the calendar that was provided to you by your director. Know when your attendance is required.

Orchestra is not just another class; it is a performing group. It is your responsibility to know what is expected of you as a member of our orchestra programs. By joining this group you have taken on a big responsibility. Every member of the orchestra is important and each person must do his or her part to create a strong group. With a little hard work and a lot of determination, you can be proud of what you will accomplish as a musician in one year.

We work hard in orchestra but I can assure you that it will all pay off in the end. There will be many planned social events, parties and of course an end of the year trip to celebrate your accomplishments throughout the year.

We look forward to a great year and a great orchestra with you as part of it!

Sincerely,

Justin Balli  
Orchestra Facilitator, West HS / Patti Welder & Cade Middle Schools

Karen Orser  
Assistant Orchestra Director, Stroman & Howell Middle Schools / East HS

Melissa Balli  
Assistant Orchestra Director, East HS / West HS / Cade & Howell Middle Schools

## SUPPLIES & CLASS DESCRIPTIONS

- Correct size instrument in good working condition. No colored instruments!
- Pencil **EVERY** day in class
- Cleaning cloth kept in your case. (A piece of an old t-shirt works great!)
- Rosin
- Shoulder rest (for Violins and Violas)
- Rock stop/straps (for Cellos and Basses)
- Essential Elements 2000: Book 1 **for your instrument** (for MS Beginners)
- Essential Elements 2000: Book 2 **for your instrument** (for MS Advanced)

You may purchase or rent an instrument and purchase music supplies at any reputable music vendor. Consult your teacher if you are not sure. The two local music stores are:

Collins Music Store  
3112 N Navarro St  
Victoria, TX 77901  
(361) 582-0357

Tee's House of Music  
906 E Red River St  
Victoria, TX 77901  
(361) 575-0204

You also have an option of ordering all materials, including an rental instrument on Shar Music. You can access their website at <https://www.sharmusic.com>

# CONCERT POLICY

## **Attendance**

Orchestra is a performing class. Class time is used for rehearsal for these performances and it is of utmost importance that the orchestra performs with the same number of musicians as it rehearses with. You will be given plenty of notice for scheduled concerts. It is your responsibility to make arrangements for arriving at the concert site at the correct time.

**“I did not have a ride” is not an excuse.** You will be excused for personal illness and family emergencies only. In these cases, a notice from a parent or guardian is required. For an excused absence, an alternate assignment will be given. An alternate assignment will not be given for unexcused absences. Failure to attend a concert will result in a zero grade.

## **Concert Attire and Uniforms**

It is important for any performing group to look uniform in their dress while on stage. Students are expected to follow the attire/uniform guidelines as listed below. We will be transitioning into a different dress attire this year. Eventually we will no longer be using the black orchestra polo like we have in the past. Students who have purchased one in previous years may still use it for concerts.

### **Middle School Formal Attire:**

Boys:

- Black, long sleeve button down shirt
- Black dress pants
- Black belt
- Black socks and black dress shoes

Girls:

- Black dress shirt/blouse
- Black dress pants OR long black skirt
- Black socks or hose
- Black dress shoes

# CLASSROOM RULES & GRADING POLICIES

## Rules

1. Follow all directions the first time they are given.
2. Be in your seat with all materials by the time the tardy bell rings.
3. You may talk only when called upon by the teacher.
4. Respect the people, equipment, and furnishings of the orchestra room.
5. No long fingernails for any reason.
6. No gum, candy, food or drinks allowed in the rehearsal room.

## Consequences

1. Verbal warning
2. Conference after class
3. Detention
4. Phone call to parent/guardian
5. Administrative referral

**Severe disruptions will result in the student being sent immediately to the office**

## Tardy Policy

The orchestra will follow the school wide tardy policy.

## Grades

Daily grade – 20%

- Playing assignments
- Sectionals
- Written assignments
- Unannounced materials check

Participation grade – 20%

- Bringing your instrument every day  
(This is a weekly grade that drops daily every time you forget your instrument)

Tests – 20%

- Playing Tests
- Chair Tests
- Written Tests

Performance – 40%

- Concerts
- Contests and Competitions

# INSTRUMENT POLICY

## Care of your instrument

1. Keep your hands washed and cleaned before handling.
2. Wipe your instrument down with your cloth after every use.
3. Be careful self-tuning your instrument. Do not use pegs unless taught how to use them.
4. Never allow others to play your instrument.
5. Never attempt to repair your instrument by yourself.

## Care of your bow

1. Do not touch the hair of the bow.
2. Tighten the bow before use. Loosen the bow after use.
3. Wipe the stick of the bow to avoid rosin build-up.

## District Owned Instruments

The district owns a limited number of violin, violas, cellos and basses for student rental. There is an annual VISD instrument fee of \$60 for middle school. This money is used to help cover repair expenses caused by normal wear and tear. It is not designed to cover cost from damage or loss of the instrument due to theft/misplacement or neglect. This type of repair is the responsibility of the student who is using the instrument.

Please ask your director for the Instrument Loan Agreement Form if you are needing to use a district instrument. District instruments are first come first serve.

## Violins/Violas/Cellos

It is recommended that you purchase or rent your own instrument from one of the local music stores. Having your own instrument, either renting or owning guarantees that you will not have to share a district owned instrument with another member of the orchestra

## Basses

Bass students are generally not expected to rent an instrument from a music store. Whenever possible, we try to provide a school instrument. You are more than welcome to rent or even purchase your own.

# ACTIVITIES & EVENTS

## UIL & Eligibility

Students who participate in orchestra will be expected to maintain passing grades in all subjects. This is extremely important to our ensemble. Activities such as (UIL) contests and other competitions are considered extra-curricular. A student cannot participate unless he or she has passed all classes. These are “NO PASS/NO PLAY” events.

## Educational School Trips

Students will have the opportunity to participate in various educational field trips and local performances. These trips are designed to enhance the student’s music learning experience and to help build our string orchestra program through community exposure. Students must satisfy all requirements within this handbook to participate in any trip.

## Fundraising

Your fundraising efforts will help support:

- Purchase of new music
- Guest clinicians
- Accompanists
- Private lesson/scholarships
- Social activities
- Equipment and supplies
- Instrument repair/replacement parts above and beyond what lease fees cover
- Technology
- Assistance for students financially in need
- Group travel expenses

## Field Trip Point System

Each student begins the year with 24 points. Students will need a minimum of 21 points to attend the end of the year trip. Points can be deducted by any of the following:

- Subtract ½ point: a student leaves a concert without an excuse
- Subtract 1 point: a student has an unexcused absence to an extra rehearsal
- Subtract 1 point: a student arrives at a concert not in concert attire
- Subtract 1 point: a student persists with inappropriate behavior
- Subtract 2 points: a student has an unexcused absence to a concert
- Subtract up to 2 points: a student persists on not bringing instrument/supplies to class
- Subtract 3 points: a student is sent to ISS
- **If a student is sent to ISS more than once then they may not attend the end of the year trip. Orchestra students are expected to be well behaved inside and outside of orchestra class.**
- Points may be made up. Talk to your director about this.



# **PARENT/GUARDIAN CONTACT INFORMATION**

## Student

Name: \_\_\_\_\_

Grade Level: \_\_\_\_\_

Orchestra Period: \_\_\_\_\_

## 1<sup>st</sup> Legal Guardian – Print Legibly

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

## 2<sup>nd</sup> Legal Guardian – Print Legibly

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

# **VISD ORCHESTRA HANDBOOK CONTRACT**

After reading the entire handbook and going over it with your parents, please sign below and return to your orchestra director.

Make sure the following papers are turned in to your director:

\_\_\_\_ Parent/Guardian Contact Sheet

\_\_\_\_ Handbook Contract

\_\_\_\_ Medical Release Form (given separately by your teacher)

**STUDENT:** I have read the orchestra handbook and I understand my responsibilities.

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

**PARENT(S):** My child has discussed the orchestra handbook with me. I understand it and will support it.

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

**TEACHER:** I will be fair and consistent in administering the classroom plan as described in the orchestra handbook.

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