

Fremd High School Orchestra Handbook 2011~2012



Concert, Philharmonic, & Symphony Orchestras

Marla Caballero—Director of Orchestras

Music Department Office: (847) 755-2802

Email: mcaballero@d211.org

(email is the best way to contact me)

FHS Orchestra website:

<http://www.fhs.d211.org/departments/music/orchestra.htm>

Check us out on Facebook: Fremd High School Orchestra

Mission Statement and Goals

I am dedicated to teaching students to become independent interpreters, performers, and supporters of music.

1. Students will learn the technical aspects of playing their instrument and also how to interpret and communicate music.
2. Students will have basic understanding of music history and music theory so they can apply that knowledge as they play their instrument.
3. Although it is the most difficult skill to teach, students will learn how to feel the music and what the emotions are behind the music because without expressing the emotional side of music, it is not music.

Welcome to the 2011-2012 Fremd Orchestra family! The consistent high quality of the music department at FHS is reflected in multiple GRAMMY recognitions over the past several years. Consistent with our high musical standards, we have high expectations for each student enrolled in orchestra. I sincerely hope that this year will provide you with wonderful musical experiences, opportunities to make close friends, opportunities to improve your playing skills, and the ability to become a confident leader. Remember, your investment in the orchestra through your dedication, willing participation, hard work, enthusiastic personality, can reap significant dividends for your life-long appreciation and love of music. This handbook is designed to provide students and parents with an awareness and understanding of the policies, organizational structure, and general functioning of the Fremd High School Orchestra Program. Please read this handbook in its entirety and discuss it with your family.

National Standards for Music Education

- 1. Singing, alone and with others, a varied repertoire of music.**
- 2. Performing on instruments, alone and with others, a varied repertoire of music.**
- 3. Improvising melodies, variations, and accompaniments.**
- 4. Composing and arranging music within specified guidelines.**
- 5. Reading and notating music.**
- 6. Listening to, analyzing, and describing music.**
- 7. Evaluating music and music performances.**
- 8. Understanding relationships between music, the other arts, and disciplines outside the arts.**
- 9. Understanding music in relation to history and culture.**

Performing Ensembles— All Orchestra musicians are introduced to a wide variety of music giving them an opportunity to develop technique, musicianship and concepts in music performance and appreciation.

Fremd Concert Orchestra is comprised of freshmen - seniors and rehearses everyday during first hour. It is intended for students who have experience playing their instruments and who are proficient in reading basic music notation as it applies to their instruments. The course helps develop and refine technical and musical skills essential to the performance of the standard string orchestra repertoire. Students audition and are recommended for placement in one of the three orchestras. Members of Concert Orchestra have the opportunity to participate in any of the District Orchestras, solo/ensemble festival, and the spring orchestra trip.

Fremd Philharmonic Orchestra is comprised of freshmen – seniors and rehearses everyday during eighth hour. It is intended for students who have experience playing their instruments and who are proficient in fundamental skills as well as vibrato, basic bow technique and shifting in the lower positions. This orchestra performs string orchestra repertoire while developing technique and musicianship. Members of Philharmonic Orchestra have the opportunity to participate in any of the District 211 Orchestras, musical pit orchestra, IMEA District 7 Regional and All-State Festival Orchestras, solo/ensemble festival, and the spring orchestra trip.

Fremd Symphony Orchestra is intended for students who have demonstrated a high level of technical and musical proficiency on a string instrument through an audition with the instructor. Students need to be proficient with many bowing techniques, vibrato, and the upper positions; violists need to be familiar with treble clef, cellists and bassists with tenor and treble clef. This orchestra performs as a full symphony orchestra--woodwind, brass and percussion players are selected from Fremd's Wind Symphony. This orchestra performs advanced string and full orchestra repertoire. Members of Symphony Orchestra have been selected to be members of the Musical Pit Orchestra, the District 211 Orchestras, IMEA District 7 Regional and All-State Festival Orchestras, solo/ensemble festival, and the spring orchestra trip.

Other performance opportunities—

Honors Orchestra--Students (winds and strings) at an advanced playing level are expected to audition in January
Second Semester only; five evening rehearsals; concert in February

Chamber ensembles—Playing in a chamber ensemble is a very important aspect of performance and in becoming a better musician. During January/February all students will be placed in a chamber ensemble. Each ensemble will be required to perform for our Chamber Festival (in February) where they will receive comments in a clinic setting. It is my hope that these groups will seek other performances: local bookstores, retirement/nursing homes, school events, etc.

Grading—

While the aesthetic nature of music is difficult to evaluate, there are basic criteria that can be used to determine a student's progress. To serve the student's best interest I believe in accepting a student at his/her present level of development and measuring his/her effort and progress from the time they enter high school. Each student is given an equal chance to **earn** an "A." That grade is based on: attitude, class participation and preparedness, punctuality, behavior, lessons, playing tests, written tests, written assignments, concert critiques, group and individual projects, attendance (rehearsals and concerts), and the individual progress made throughout the quarter. **Dress rehearsal and concert attendance are REQUIRED.**

Grades are broken down in the following way:

- 30% - Class Participation/preparation
- 20% - Technique Class
- 20% - Playing Assessments
- 15% - Rehearsal/Concert Attendance
- 10% - Concert Critique
- 5% - Written Work (theory, music history, etc.)
- 2% - Extra Credit

Class Preparedness and Performance: All students are expected to be prepared and to participate in every class rehearsal. This portion of the grade is based upon the following criteria: punctuality, instrument, equipment and music care, preparation, posture, self-discipline and professionalism, effort and contribution, achievement of stated goals, objectives and practice.

Rehearsal Expectations:

The success of our orchestra program is in direct relationship to students' attendance and effort during rehearsals.

- Musicians will be prepared for all classes and rehearsals.
- Musicians will practice their part...outside of class, with the goal of improving difficult passages.
- Musicians will be on time to each class and evening rehearsal.
- Musicians will be in the room when the bell rings.
- Musicians will be in their seat, ready to play (instrument out, music/pencil on stand) 2 minutes after the bell rings.
- Musicians will not talk when the director is talking or working with another section of the orchestra.
- Musicians will not do homework from other classes while in rehearsal.
- Musicians will arrive at least 10 minutes early for tuning and warm-up for evening rehearsals
- Musicians will have music in a 1/2" binder (for every rehearsal), a pencil, shoulder rest and your instrument.
- Musicians will practice. In order for this year to be a success, everyone must put in practice time. There will be announced and unannounced playing assessments.
- Musicians will have an instrument at home to practice. If this is not possible, please talk with Mrs. Caballero so we can make arrangements for you to have an instrument at home.
- Musicians will supply their own **black, durable, 1/2" binder** for music and worksheets. You need to keep your music in the binder at all times. Many students choose to keep their binder in their backpack so they have their music at home and at school.
- Musicians will keep fingernails short.
- Musicians will not chew gum during rehearsal.
- Musicians may not bring food or drinks into the music department
- Please stay in the room during the period unless you get a pass first.
- Musicians will respect classmates and their property. If "it" is not yours, please do not touch "it."
- Stay informed--read announcements—posted, emailed, on the webpage or otherwise. If**

you have questions, please ask Mrs. Caballero.

- Musicians will challenge themselves on their instrument! There are so many opportunities available to you to play your instrument: practice solo and/or ensemble music, take private lessons, listen to recordings of professionals playing your instrument, listen to professional or collegiate level orchestras, listen to different types of music.
- Have a terrific year and enjoy the musical journey that we're about to take!!

Attendance and Participation—

A public performance is the culmination of many hours of work and cooperation by many individuals. It is, in effect, the “final examination” for several weeks of preparation--an exam that cannot be “made up.” In order for the ensemble to perform at its best, every member must be in attendance at every performance. Members who miss a performance jeopardize the entire group. In addition to concerts, it is also necessary to schedule rehearsals outside of the school day. Understandably, the rehearsal will not be effective if all are not in attendance.

As a member of the FHS Orchestra Department, students are expected to:

- show a sense of responsibility by informing your parents of performance dates, and
- show a sense of responsibility by informing the director of potential conflicts well in advance.

Excused Absences: (Concerts and Dress Rehearsals)

A request for an excused absence from a performance for reasons other than those stated below must be discussed with the director no less than 10 school days prior to the dress rehearsal/performance. Any request, regardless of reason, received after that time can be listed as unexcused. Specific arrangements must be made in advance with the director in the event of conflicts with other school, community, or family activities. If a possible schedule conflict can be foreseen, a note should be given to the director when the conflict is discovered. Although it is impossible to make up the performance, the student will be given an assignment and is required to make up the points from the missed performance within one week from the date of the performance. Failure to make up the points by this time will result in a loss of all points from the performance. Excused absence requests as a result of conflicts between performance events and part-time jobs will not be accepted. No student will be required to perform in any annually scheduled performance for which the director could not provide a minimum of 11 school days notice.

Excused absences

1. Illness or death in the family or other family emergency
2. Personal illness
3. All other excuses, such as conflicting family trips, must be negotiated **IN ADVANCE**
4. Religious obligations
5. Employment **IS NOT** an acceptable excuse

Unexcused absences from any one of the following will result in a reduction of the **QUARTER GRADE:**

1. General evening rehearsal
2. Dress (final) rehearsal--student will not play but must attend concert
3. A student with an unexcused absence from any performance will receive no points for the performance. In most cases, this will drop his quarter grade by two grade levels.

Performance attendance with proper concert attire, materials and preparation will result in the maximum point total for the performance. *Musicians who are tardy for the call time, display improper concert attire, concert etiquette or leave before the time stipulated by a director will receive a reduction of at least 10%.*

Technique Class—

Students will be required to attend technique class one day per week during one half of their lunch/study hall period. Students should check the technique class bulletin board in the orchestra room at the beginning of each semester for their assigned times. Students will need to bring their orchestra binder to technique class each week. Students will receive a grade each week based on their preparation of the assigned material.

Technique class is an important part of the school program and attendance is required. Attendance, preparation, and participation are all aspects of your lesson grade.

Homework: Home Practice/Rehearsal Preparation—

Practice is considered homework and should be treated as such. We cannot be a successful orchestra unless EVERY member does his or her part to help create it by individually being responsible to know their own part. An orchestra becomes superior when all of its members put hard work into it. You may take advantage of the practice rooms at school or practice at home.

An orchestra rehearsal is for the refining of musical considerations such as ensemble, balance, blend, precision, group dynamic contrasts, phrasing, style and interpretation. Orchestra members are expected to come to rehearsals prepared on basic aspects of the music such as correct notes, rhythms, dynamics, bowings and articulations. In addition, it is recommended that each member of the orchestra listen to recordings of the pieces we are rehearsing to develop a better aural conception of the piece as a whole.

Ideally, rehearsals and technique classes are not to be used as individual practice sessions, but for working out ensemble concerns. Students who continue to come unprepared to rehearsals and lessons will receive a lowered grade.

Occasionally, there will be a written assignment or project but for the most part, your homework is daily practice.

Concert Critiques—(see separate handout for more specific details)

Students are required to attend 3 concerts during the year (one 1st semester, the honors orchestra concert, one 3rd qtr. and one 4th quarter). The Honors Orchestra Concert will count as one of your critiques--you will need to write a critique of the concert if you attend or play in the concert. You may go to extra concerts for extra credit.

Extra Credit Critiques-

You may earn extra credit by attending and writing a concert critique on any musical performance. You can also use a program that you participate in for extra credit. These may include musicals, other orchestra concerts (not FHS orchestra concerts), choir, or band concerts, and even rock concerts. To make sure that you will receive credit for attending a particular concert, please check with me first.

Extra credit critiques are worth 10 pts. and you are limited to two per quarter. These extra credit critiques are above and beyond your critique requirements.

Seating Policy—

Each section will have principal and assistant principal positions but they will rotate throughout the year. These orchestra members will sit first stand in their respective sections and have additional leadership responsibilities (bowings, fingerings, leading sectionals, etc.). The seating for the rest of each section is done on a rotational basis.

Playing Assessments—

Each member of the orchestra will be expected to perform scales and/or excerpts from their repertoire each week as an assessment. I will be listening for the following items: Intonation, Rhythm, Dynamics, Tone Quality, Posture, Bowings, and Shifting/Fingerings.

Written Assignments—

During the year, I will assign theory worksheets, history papers/presentations, and listening assignments. You will be tested on these things throughout the semester and during final exams. If you miss any assignments, it is your responsibility to make arrangements with me to make up the work.

Private Lessons—

Students are strongly encouraged to take private lessons. In an orchestra program this large, it is virtually impossible to meet the individual needs of each student. With private lessons, participating students have the luxury of extra help on orchestra literature and instrumental technique sessions on a one-on-one basis. If you do not have a private teacher and are interested in starting lessons, you have two options: 1) a list of teachers in this area is available and 2) in-school private lessons. The Fremd Orchestras have private teachers who teach during the day. Students may take private lessons during a lunch period, study hall, or even during orchestra once a week if approved by Mrs. Caballero. Fremd has private instructors for the following instruments: violin, viola, guitar, piano, and cello. Voice lessons and other instrumental lessons are also available—please ask Mrs. Caballero if you are interested. The teachers charge \$20 per 25 minutes lesson and all payments are arranged with the instructor and the student's parents. Payment is never given to Mrs. Caballero. Students are encouraged to take advantage of this wonderful opportunity to take private lessons. A list of recommended private teachers from the area who teach in their home is available upon request and is posted on the orchestra website.

Practice Room Rules & Procedures—

All students in the Fremd Music Department, including the choir and band students, share the music practice rooms. We are very fortunate to have these practice rooms—take care of them! **Practice rooms are to be used for lessons and practice, not to be used for social meeting places or study rooms. Please do not store any instruments, books, or personal items in the practice rooms.** The music department is not responsible for any instruments or other personal belongings stolen from the practice rooms. Door windows will be left uncovered (unless used as changing/fitting rooms). **Eating or drinking in the practice rooms is not allowed.**

Financial and Individual/School Instrument Obligations—

In order to be a successful musician, all orchestra students must be prepared for each and every class and rehearsal. Each student's instrument (both and school instruments) must be maintained and in proper working order. This includes loosening the bow after each rehearsal, applying the appropriate amount of rosin, wiping off the instrument, properly putting the instrument away, and immediately reporting any damage to the instrument.

We are fortunate to have enough school instruments (violin, viola, cello and bass) for each student to use for daily rehearsals. However, if students would prefer to bring their own instrument, they may keep it in our instrument closet (please make sure that it is covered by your homeowner's insurance as the school district is not liable for damage).

If any of these items below present a financial burden to your family, please do not hesitate to talk with Mrs. Caballero.

Financial Obligations--

1. Each student is responsible for his/her individual school instrument(s) and will be charged repair fees due to accidental or intentional damage caused to the instrument. Violinists/violists playing school instruments are required to bring their personal shoulder rest or purchase an additional one to keep at school.

2. **Concert Dress for ALL Orchestra members—**

Boys: **You purchase**—black slacks (no black jeans or cords.), black socks, black dress shoes, white tuxedo shirt (with wing collar) and black bow tie. You can purchase the tuxedo shirts at Hobby Lobby, Michael's crafts or any tuxedo store.

School provides—tux jacket and cummerbund (You are responsible for dry cleaning throughout the year and before you turn it in at the end of the year.)

Girls: All girls must purchase the two-piece black concert dress at the start of the school year. The dress costs approximately \$60.00 and will be used for the student's entire orchestra career at FHS. (More information to follow in the next couple of weeks.)

3. Each orchestra has a t-shirt that is to be worn at informal concerts, concert days and other orchestra functions. The cost per t-shirt is approximately \$8 – 12.

4. Supplies-these are all required items for students to bring to class—

1. Black 1/2” durable Binder
2. Pencil (for every rehearsal)
3. Metronome/Tuner for home practice
4. CLEAN Soft Cloth—(home & school) to wipe instrument DAILY
5. Mute—do not “borrow” the mute from the school instrument
6. Rosin—do not “borrow” the rosin from your school instrument.
7. Shoulder pad (violinists/violists)
8. Cello/bass floor pad (“rock stop”)
9. Bass stool (for home)
10. Extra set of strings for your instrument (except basses)--it is your responsibility to replace any broken strings on personal and school instruments.
11. Kleenex (one box) or Hand Sanitizer (one bottle—waterless)

Leadership Team and Executive Board—

Students in each orchestra have the opportunity to get involved at a higher level by joining the leadership team. This group of students will help plan social events, publicity for concerts and other events that occur throughout the year. Each orchestra will also have officers or executive board—these are students who would like leadership positions in their specific orchestra.

Overnight Trips—

Every other year during the spring, the Fremd Orchestras sponsors a trip to an out-of-town destination. These trips range from 2 – 7 days. Our next overnight trip will be during the 2011-2012 school year.

All trips are approved by the administration of District 211. All precautions are taken to ensure the safety of all participants. As the trip approaches, a detailed itinerary, a list of rules and policies and other information is distributed to all students and parents. The opportunity for parents to participate on the trip as chaperones will be available—we need at least one chaperone per 10 students.

Fundraising—

To help offset the cost of tours and special opportunities, students will have the opportunity to participate in fundraisers. Student accounts will be recorded and handled by the Fremd Music Association. All orchestra students are strongly encouraged to participate in some manner in the fundraising but are not required. More information regarding the fundraisers will be discussed at our Orchestra Orientation Night in September.

Parents, what can YOU do?

It is crucial for the success of all students that the parents/guardians continue to encourage their student to practice and improve their skills on their individual instrument. Finding an adequate private instructor and enrolling your student in private lessons are two of the most worthwhile and rewarding financial gifts that a parent can give their musician during their high school years. Unfortunately, too many young musicians never reach their full potential because they are not studying with experts of their instrument. Students learn a lot from daily instruction in orchestra and sectionals, however, they are given even more precise and individual instruction from a private teacher.

In order for orchestras, bands and choirs to be successful at FHS we need much support from the families of our students. Attendance at our concerts is of the utmost importance to your child and to the program. The students work very hard to prepare for concerts and they want you there (no matter what they say)—invite your family, friends and neighbors to come to each concert too! Please support your student by ensuring that they are at school for the specified “call time” for performances or rehearsals (this is part of their rehearsal responsibilities/expectations).

Fremd Music Association: The Fremd High School Orchestra Program could not function without it’s outstanding parent organization. The parent organization is open to all of the orchestra, band and choir parents and is directed by an executive board. All meetings are open to any orchestra parent. FMA assists in many ways throughout the year. FMA provides our fundraising efforts, the Fine Arts Festival, guest clinicians and performers, new instruments, music, new supplies and equipment, scholarships, help with our travel plans, uniforms, and much more. Get involved: **If you are not a contributor of the Fremd Music Association, please join us! Your financial contribution will benefit the students in the music department. We always need more parents to volunteer with the orchestras for various events and concerts.** A membership form can be found at the back of this handbook.

What you can expect from Mrs. Caballero—

I will be punctual and prepared for rehearsals and lessons.

I will provide a safe and friendly environment.

I will model good musicianship skills.

I will be an artistic/musical conductor.

I will be positive.

I will continue to perform my violin/viola.

I will continue to learn from my peers and my students.

I will teach students to become independent interpreters, performers, and supporters of music.

Thank you so very much for your support and for being such an important part of your child’s musical future and education! Please feel free to email or call Mrs. Caballero if you have any questions or concerns.

Parent/Student Contract

**PLEASE RETURN THIS PAGE TO MRS. CABALLERO BY
Monday, August 29, 2011**

I have read and I understand the orchestra expectations. I am aware of all the expectations, concert requirements, concert attire, grading and financial obligations for the class.

Print Student Name

Student Signature

Date

Print Parent/Guardian Name

Parent/guardian Signature

Date

**PLEASE PRINT EMAIL ADDRESS LEGIBLY
(email is used throughout the year as a form of communication):**

Student email address: _____

Parent Email Address: _____

CHECK ONE:

_____ Please send all communication home in written form with my child.

_____ Please email all communication to the email address above.

RSVP for Orchestra Orientation Night, September 12, 7 – 8:30 p.m.

_____ I understand that my child and at least 1 parent are required to attend the Orchestra Orientation Night and we have reserved September 12th from 7 – 8:30 p.m.

If parent and/or student are unable to attend, students need to bring a note from a parent. Thank you.

OVER → OVER → OVER → OVER → OVER → OVER → OVER →

I would like to receive more information about the following items:

_____ List of recommended private teachers in the area

_____ Other (explain): _____

_____ Please contact me, I have a question regarding _____

Parent Volunteers

The Fremd Orchestras need your special talents and volunteered time to accomplish and run an efficient program.

Name(s) _____

Home Phone # _____

Email: _____

Work Phone# _____

I would be interested in helping with the following events, please contact me:

_____ **Anywhere needed, just call me!**

_____ evenings/weekends only

_____ during the day

_____ Caramel Apple Fundraiser (you will be contacted for specific times but the shifts will be is between 1:30 – 9:30)

_____ Sept. 2

_____ Sept. 16

_____ Sept. 30

_____ Oct. 6

_____ Publicity for concerts

_____ Artistic/Computer Design concert posters for publicity

_____ Fundraising help (distribution after school)

_____ Chaperone for field trips (evening/weekends only)

_____ Girls Uniform fitting (during the day in September)

_____ Tuxedo fitting (during the day in September)

_____ End of the year tuxedo return (during the day at the end of May)

_____ Serving reception refreshments following concerts

_____ Providing cookies for concert receptions

_____ Photograph/video record concerts

_____ Willing to host Holiday Party at home (December 9 or 10)

_____ Willing to host End of the Year Party at home (June 8)

_____ I'm sorry, I'm not available to help at this time.

Student Interest

The fact that you are enrolled in high school orchestra demonstrates that you have an interest in making music and playing a stringed instrument. Considering the amount of time you've put into learning to play a stringed instrument, you should be thinking about how to get more from orchestra. Think about what you want to get from orchestra, and what you are willing to put in. As you have seen, there are a lot of opportunities waiting for students willing to take advantage of them.

Student Name (print) _____

I am interested in being an active participant in the following:

- _____ Musical Pit Orchestra Student Assistant Director
- _____ Musical Pit Orchestra member
- _____ IMEA District/All-State Festival Auditions
- _____ Organization of Bulletin Board/Birthdays/Display Cases
- _____ Concert set-up/tear-down crew
- _____ Student assistant for caramel apple sale (all home football games)
- _____ Locker Poster Designer for concerts
- _____ Locker Poster Co-ordinator (one person per orchestra)
- _____ Locker Poster committee (decorating and displaying locker posters)—many are needed per orchestra
- _____ Concert Program Cover Design/Art
- _____ Fremd Orchestra logo design
- _____ Leadership Team
 - _____ Social planning committee
 - _____ Publicity committee
 - _____ Photo web upkeep
 - _____ Community Outreach committee
 - _____ Sibling program co-coordinator
 - _____ Photographer at orchestra/social functions
- _____ Executive Board consideration (each position available in each orchestra)
 - _____ President (leadership, takes initiative, has a free period)
 - _____ Vice-President (responsible for social aspects, birthday recognition)
 - _____ Librarian/secretary (someone who likes to organize)
- _____ Student Volunteer (Mrs. Caballero's assistant during your free time or study hall)
- _____ Practice Mentor/Tutor
 - _____ for FHS orchestra students only
 - _____ for D15 students
- _____ Music Theory Mentor/Tutor (FHS students)
- _____ General Helper (anywhere needed)