

Thomas Jefferson Middle School Orchestra Handbook and Syllabus



2017-2018

Welcome to the TJ Orchestra and the Thomas Jefferson Middle School Music Department.

Ms. Kristin Gomez, Orchestra Director

School Phone: (703) 228-5900

Email: Kristin.Gomez@APSVA.US

CURRICULAR PERFORMING ENSEMBLES AND COURSE DESCRIPTIONS

8th Grade Orchestra, 5th period

6th Grade Orchestra, 7th period

Advanced Orchestra, 6-8th grade, 8th period

OTHER PERFORMING ENSEMBLES

- **String Ensemble Club:** Monday 2:30-3:30 An intermediate- to advanced- level ensemble for students who are interested in playing classical chamber music. You do not need to be enrolled in an orchestra class to participate.
- **Jazz String Ensemble:** Wednesday 2:30-3:30 . Various styles of jazz, rock, folk or classical music.
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SOCIAL MEDIA

Information about the Jefferson Orchestra Program, including announcements, calendars, forms, and other resources, is available online at the following locations:

- The Jefferson Orchestra Website: <https://jefferson.apsva.us/academic-programs/orchestra/>
- Twitter: Follow @StringsTeacher

PARENT COMMUNICATION: CHARMS OFFICE ASSISTANT

The TJMS Music Department uses Charms Office Assistant to send emails, track student finances, post calendar dates, and for parent volunteer sign ups. Please see the Syllabus Signature Page for instructions on how to either create or update your student's Charms Account.

Once your student's Charms account has been created, access Charms by going to

<https://www.charmsoffice.com/charms/login.asp>

- School Code: tjmsmusic
- Student area password: Student ID number
 - Note: If you choose to change your password, your music teacher will NOT have access to it, so make sure you keep it in a safe place. Your music teacher CAN reset your password if necessary.

The Charms Blue Mobile Parent/Student Portal APP is FREE and available on both Android and Apple devices.

CLASS EXPECTATIONS AND STUDENT CONDUCT

- Students should be on time and prepared for class.
- No one is to prevent others from learning.
- Food, drinks, candy, and gum are prohibited in the band room.
- Always respect the feelings and property of others.

Class participation and performance grades:

Middle School Strings

Technique	Not Evident	Emerging	Evident	Excellent
Appropriate posture for the instrument.				
Instruments are held at correct angle and properly supported.				
Finger position on the instrument is developing - arms, elbows, wrists, are properly set.				

Intonation	Not Evident	Emerging	Evident	Excellent
Notes are generally in tune and supported by bow technique.				
Appropriate fingerings to produce accurate pitches.				

Tone Quality	Not Evident	Emerging	Evident	Excellent
Overall tone quality is characteristic of the instruments and students' age; it is produced by accurate set-up on the instrument.				

Musicality	Not Evident	Emerging	Evident	Excellent
Some dynamic contrast and a sense of ensemble.				
Understand melody, accompaniment and can improvise short melodic and rhythmic phrases.				
Perform accurate rhythms with a clear sense of pulse/tempo.				
Clear articulation is evident.				

Literacy	Not Evident	Emerging	Evident	Excellent
Learning to read with sixteenth, eighth, quarter, half, dotted half and whole notes, rest and dotted rhythms.				
Students are learning music vocabulary relating to tempo, dynamics and style.				

Rehearsal Technique	Not Evident	Emerging	Evident	Excellent
Students get ready quickly for each class.				
Students listen to each other. Students ask questions and make comments that are related to the music we are playing.				
Students help put away equipment such as music stands.				

STUDENT CLASSROOM RESPONSIBILITIES Students will need their instrument, music, method books, pencil, paper, and assignment book for each class. If a student cannot participate in class, the student should bring a note from home explaining the circumstances.

SMARTMUSIC Music students may utilize the computer-based SmartMusic Assessment software for individual performance assessments. Students will be able to use the program at school (in class and after school), but many students find that it is more convenient to purchase a SmartMusic subscription for home practice.

ELECTRONIC RESOURCES & DEVICES There may be times during the year when students are allowed to use personal devices in addition to school-provided iPads within the requirements of APS and school policies. Students who chose to utilize personal devices do so at their own risk and expense. Rehearsals are a “cell-phone free zone.”

FINANCIAL ASSISTANCE If your student needs alternative payment arrangements or financial assistance at any time, please let Ms. Gomez know! Financial constraints should NEVER keep a student from participating in the Jefferson band program.

PRACTICE TIME REQUIREMENTS *Throughout the year, students are expected to practice 30 minutes per day, five times per week.*

STUDENT IMAGES & VIDEO RECORDINGS All ensemble performances and some rehearsals will be recorded (audio and video) and students may be asked to submit individual audio and/or video recordings for assessment purposes.

REHEARSAL & PERFORMANCE ATTENDANCE – Music classes require additional rehearsal and performance time beyond the school day. All rehearsals and performances will be announced with as much advance notice as possible. Students are expected to attend rehearsals and performances. Please let Ms Gomez know if your student will have to miss for some reason. Students must submit an Excused Absence Request form (see syllabus attachments) in advance of performance conflicts with the exception of illness or family emergency. Music teachers are willing to coordinate rides to concerts and rehearsals if need be, so please let your teacher

know if you need help with transportation. **In order to participate in the Music Department Spring Trip, students must participate in all required rehearsals and performances during the year.**

MUSIC UNIFORMS & FEES - Formal Performances - \$10 (ALL MUSIC STUDENTS!) - The music department provides a tuxedo shirt, blue cummerbund, and blue bow tie to each of the students to use during the concerts for a \$10 fee (which covers annual cleaning, repair, and replacement costs.) Girls will also be provided with a long black skirt for formal performances. Students must return all items by the end of the year or will be charged the full replacement cost. Students must provide:

- *Girls* – A plain white t-shirt and black dress shoes.
- *Boys* - Dark dress shoes, dark socks, dark pants, and a plain white t-shirt. Pants must be worn at the waist. We have some extra black shoes if a student might need them.

MUSIC DEPARTMENT T-SHIRTS - Casual Performances/Spring Trip - \$10 (NEW Students/Replacement Shirts) Students are asked to purchase a Jefferson Music Department t-shirt (\$10) for outdoor or casual performances, such as the outdoor performances, Music Department Spring Trip, in-school concerts, and pep band performances. Students who purchased a music department t-shirt last year may continue to use that shirt, provided it remains in a clean, unaltered condition (e.g., no cut-off sleeves or additional writing on the shirt.)

CALCULATION OF QUARTERLY GRADES

	Formative Assessments <i>Assignments for "practice"</i>	Summative Assessments <i>Assignments to show mastery</i>
Examples	<ul style="list-style-type: none"> Quizzes Informal discussions & written work 	SmartMusic playing tests Performances Projects & Presentations
Late Work Policy	<ul style="list-style-type: none"> Assignments are accepted through the end of the unit 	Assignments will be accepted through the end of the quarter. Students with missing summative assessments will receive an "incomplete" until the work has been submitted.

- **Students will be assigned approximately 10 summative assessments per quarter.**
- For summative tasks (i.e. end-of-unit assignments or tests), grades are calculated using the IB 8-point scoring rubric. IB scores will be entered into the gradebook, which converts the grade into the APS percentage. Students will receive IB rubrics at the start of each unit of study.
- Assignments may be differentiated to meet the needs of every student.

GRADING SCALE FOR QUARTERLY GRADES

Letter Grade	Percentage	Notes
A	90 - 100	<ul style="list-style-type: none"> Grades reflect student achievement, not behavior. Quarterly grades will round up when the percentage ends in .5 or higher. In addition to achievement, work habits as noted in the report card comments will be evaluated for each course using the following symbols: ! (Surpasses Expectations), # (Meets Expectations), ^ (Approaching Expectations), & N (Needs Improvement). All music classes except for 6th grade and Act II Chorus are year-long courses which do not offer a final exam. The final grade is calculated by equally weighting each quarter grade using quality points and not percentages, letter grades, number, or point systems.
B+	87 - 89	
B	80 - 86	
C+	77 - 79	
C	70 - 76	
D+	67 - 69	
D	60 - 66	
E	0 - 59	
I	NA	

IB MYP AIMS & OBJECTIVES FOR ARTS & DESIGN

- To create and present art, developing skills specific to the discipline.
- To respond to and reflect on art, deepening their understanding of the world.
- To develop knowledge and understanding from different disciplines to design and create solutions to problems using the design cycle.
- To develop respect for other viewpoints and appreciate alternative solutions to problems.

IB UNITS AND APPROXIMATE TIMELINE

	Unit 1	Unit 2	Unit 3	Unit 4	Unit 5
Time	September-October	November-December	January-March	April-May	May-June
IB Areas	Arts & Design	Arts	Arts	Arts	Arts & Design
Unit Title	Developing Positive Habits to Support Musical Success	Performing with Technical Accuracy	Moving from the Technical to the Intellectual Aspects of Performance	Demonstrating and Expressing Emotion through Ensemble Performance	Demonstrating and Expressing Emotion through Individual Performance
Content/Performances	Instrument Care, Fall Performances	Winter Concert	District Assessment & Pyramid Performances	Spring Concert	Small Ensemble Performances

IBMYP ASSESSMENT CRITERIA

Arts	Design
<p>Criterion A: Knowledge and Understanding</p> <ul style="list-style-type: none"> i. demonstrate knowledge and understanding of the art form studied, including concepts, processes, and the use of subject-specific terminology ii. demonstrate an understanding of the role of the art form in original or displaced contexts iii. use acquired knowledge to purposefully inform artistic decisions in the process of creating artwork. 	<p>Criterion A: Inquiring and Analyzing</p> <ul style="list-style-type: none"> i. explain and justify the need for a solution to a problem for a specified client/target audience ii. identify and prioritize the primary and secondary research needed to develop a solution to the problem iii. analyze a range of existing products that inspire a solution to the problem iv. develop a detailed design brief which summarizes the analysis of relevant research.
<p>Criterion B: Developing Skills</p> <ul style="list-style-type: none"> i. demonstrate the acquisition and development of the skills and techniques of the art form studied ii. demonstrate the application of skills and techniques to create, perform and/or present art. 	<p>Criterion B: Developing Ideas</p> <ul style="list-style-type: none"> i. develop a design specification which clearly states the success criteria for the design of a solution ii. develop a range of feasible design ideas which can be correctly interpreted by others iii. present the final chosen design and justify its selection iv. develop accurate and detailed planning drawings/diagrams and outline the requirements for the creation of the chosen solution.
<p>Criterion C: Thinking Creatively</p> <ul style="list-style-type: none"> i. develop a feasible, clear, imaginative and coherent artistic intention ii. demonstrate a range and depth of creative-thinking behaviors iii. discuss the validity of a prediction based on the outcome of the scientific investigation iv. demonstrate the exploration of ideas to shape artistic intention through to a point of realization. 	<p>Criterion C: Creating the Solution</p> <ul style="list-style-type: none"> i. construct a logical plan, which describes the efficient use of time and resources, sufficient for peers to be able to follow to create the solution ii. demonstrate excellent technical skills when making the solution iii. follow the plan to create the solution, which functions as intended iv. fully justify changes made to the chosen design and plan when making the solution v. present the solution as a whole, either: <ul style="list-style-type: none"> a. in electronic form, or b. through photographs of the solution from different angles, showing details.
<p>Criterion D: Responding</p> <ul style="list-style-type: none"> i. construct meaning and transfer learning to new settings ii. create an artistic response that intends to reflect or impact on the world around them iii. critique the artwork of self and others. 	<p>Criterion D: Evaluating</p> <ul style="list-style-type: none"> i. design detailed and relevant testing methods, which generate data, to measure the success of the solution ii. critically evaluate the success of the solution against the design specification iii. explain how the solution could be improved iv. explain the impact of the solution on the client/target audience.

OBTAINING AN INSTRUMENT

Good quality instruments are essential and there are several ways that you can acquire one:

- **Rent-to-Own Programs:** Local music retailers offer programs through which you can rent an instrument for a monthly fee which goes towards the purchase of your instrument. This is often the most cost-effective way to obtain an instrument in the long run.
- **Instrument Purchase:** If you purchase an instrument, be sure to consult Ms. Gomez for recommendations. Only buy instruments at String Instrument Shops such as Brobst or Potter’s Violin Shop. There are many poorly made instruments on the market which are not worth the money.
- **School Instrument Rental:** A limited number of instruments are available to rent from the school. First priority for these instruments is given to students who qualify for free/reduced lunch. Rental fees for the

2016-2017 school year are as follows: \$25/year (free lunch), \$50/year (reduced lunch), and \$100/year (full price).

LOCAL MUSIC RESOURCES

Foxes Music Co.	(703) 533-7393, www.foxesmusic.com
Brobst Violin Shop	(703) 256-0566, In Alexandria
Potter's Violin Shop	(800) 317- 9452 In Tacoma Park, MD
Washington Music	(301) 946-8808, www.washingtonmusic.com

To our orchestra parents: Thank you so much for all that you do! Your endless trips to the music store to buy supplies, your nightly encouragement of practice, and your loud applause at our concerts – you make it all worthwhile.

Sincerely,

Ms Kristin Gomez

STUDENT/PARENT RESOURCES
TO KEEP AT HOME

- TJMS Band Rehearsal & Performance Calendar
 - Includes dates for all required and optional performances and auditions throughout the year
- Excused Absence Request Form
 - Turn this form in a minimum of 3 school days in advance in order to request permission to miss a required rehearsal or performance. (Additional copies available on the TJMS Band website.)

Thomas Jefferson Middle School

Band Rehearsal & Performance Calendar 2016-2017

Notes:

- All performances and rehearsals for your ensemble are required.
 - S – Symphonic Band (pds 1, 2, and 4) and C – Concert Band (pds 7 and 8)
- See syllabus for Excused Absence Request Form & Policies
- Dates and times are subject to change—always check Charms for the most current schedule!
- Auditions are optional but highly encouraged.
- The Spring Trip is optional and costs extra.

September 2016

First Day of School!	Tuesday, September 6
Syllabus Signature Page & Permission Forms Due	Friday, September 10
Back-to-School Night	Tuesday, September 20
Music Parent Information Night, 7pm, TJMS Theatre	Monday, September 26
Uniform Fee (\$10) & T-Shirt Order (\$10) Due	Friday, September 30

October 2016

S – Symphonic Band After School Rehearsal, 2:30-4:00pm	Monday, October 17
S - Arlington Marching Band Showcase, 7:00pm @ W-L	Thursday, October 20
Yankee Candle Fundraiser Begins (Optional)	Friday, October 21
S – RAIN DATE APS Marching Band Showcase, 7:00pm @ W-L	Wed, October 26
S - Patrick Henry ES Halloween Parade, 12:30pm-2:15pm	Monday, October 31

November 2016

Arlington Honors Band (7-8) auditions, 4:30pm @ Kenmore	Wednesday, November 2
Yankee Candle Fundraiser Collection, 7:30am-8:00am	Thursday, November 3
S – Symphonic Band After School Rehearsal, 2:30-4:00pm	Wednesday, November 9
S – Symphonic Band After School Rehearsal, 2:30-4:00pm	Monday, November 14
Arlington Jr. Honors Band (4-6) auditions, 4:30pm @ Kenmore	Wed., November 16
C – Concert Band Rehearsal, 2:30-4:00pm (Girls' Soccer Excused)	Thursday, November 17
C – Concert Band After School Rehearsal, 2:30-4:00pm	Monday, November 21
C – Concert Band After School Rehearsal, 2:30-4:00pm	Monday, November 28
S – Symphonic Band After School Rehearsal, 2:30-4:00pm	Wednesday, November 30

December 2016

ALL - Winter Concert Dress Rehearsal – All Bands, 2:30-4:15pm	Monday, December 5
ALL - Winter Band Concert, 7:00pm	Wednesday, December 7
Pre-Concert Dinner \$5 for Students (5:30pm-6:00pm) & Families (5:45pm-6:45pm)	
S - School-wide Music Assembly, 1:24pm	Friday, December 9
Winter Practice-A-Thon Fundraiser	Tuesday, December 20-Monday, January 2

January 2017

District XII All-District Band auditions @ McLean HS	Saturday, January 7
Arlington Jr. Honors Band Rehearsals @ Kenmore	Tuesdays, January 10-March 21
Mixed Bag Designs Fundraiser Begins (Optional)	Friday, January 13
Spring Trip Payment #1 & Mixed Bag Collection, 7:30am-8:00am	Thursday, January 26

January 2017 (continued)

Arlington Honors Band (7-8) Rehearsals & Concert Wed, January 25-Sat, January 28
S - Symphonic Band After School Rehearsal, 2:30pm-4:00pm Mon, January 30

February 2017

C – Concert Band After School Rehearsal, 2:30-4:00pm Wednesday, February 1
District XII All-District Band @ Herndon HS Thurs., February 2-Sat., February 4
S - Symphonic Band After School Rehearsal, 2:30pm-4:00pm Monday, February 6
C – Concert Band After School Rehearsal, 2:30-4:00pm Wednesday, February 8
S - Symphonic Band After School Rehearsal, 2:30pm-4:00pm Monday, February 13
S - Symphonic Band Pre-Assessment Concert, 7:00pm @ W-L Thursday, February 16
C – Concert Band After School Rehearsal, 2:30-4:00pm Wednesday, February 22
C - Concert Band Pre-Assessment Concert, 7:00pm @ Wakefield Thursday, February 23
S - Symphonic Band After School Rehearsal, 2:30pm-4:00pm Monday, February 27
C – Concert Band After School Rehearsal, 2:30-4:00pm Tuesday, February 28

March 2017

S - Symphonic Band After School Rehearsal, 2:30pm-4:00pm Wednesday, March 1
ALL - District Band Assessment @ Marshall HS Fri., March 3-Sat., March 4
Students will perform on only ONE of these dates. Performance time TBD
Spring Trip Payment #2 Collection, 7:30am-8:00am Thursday, March 9

April 2017

Music Department Car Clean Out I Fundraiser, 10:00am-2:00pm Saturday, April 1
S - Symphonic Band After School Rehearsal, 2:30pm-4:00pm Monday, April 3
C – Concert Band After School Rehearsal, 2:30-4:00pm Wednesday, April 5
Spring Break Practice-A-Thon Fundraiser Friday, April 7-Monday, April 17
S - Symphonic Band After School Rehearsal, 2:30pm-4:00pm Tuesday, April 18
District XII Solo & Ensemble Festival @ Hughes MS Saturday, April 22
S - Symphonic Band After School Rehearsal, 2:30pm-4:00pm Monday, April 24
C – Concert Band After School Rehearsal, 2:30-4:00pm Wednesday, April 26
Music Department Car Clean Out II Fundraiser, 10:00am-2:00pm Saturday, April 29

May 2017

ALL - Spring Concert Dress Rehearsal – ALL BANDS, 2:30-4:15pm Monday, May 1
ALL - Spring Band Concert, 7:00pm Wednesday, May 3
Pre-Concert Dinner \$5 for Students (5:30pm-6:00pm) & Families (5:45pm-6:45pm)
S - School-wide Music Assembly, 1:24pm Friday, May 5
S - Symphonic Band After School Rehearsal (Trip Only), 2:30pm-4:00pm Tuesday, May 23
C – Concert Band After School Rehearsal (Trip Only), 2:30-4:00pm Wednesday, May 24
S - Symphonic Band After School Rehearsal (Trip Only), 2:30pm-4:00pm Tuesday, May 30
C – Concert Band After School Rehearsal (Trip Only), 2:30-4:00pm Wednesday, May 31

June 2017

S - Symphonic Band After School Rehearsal (Trip Only), 2:30pm-4:00pm Tuesday, June 6
C – Concert Band After School Rehearsal (Trip Only), 2:30-4:00pm Wednesday, June 7
Spring Trip to Hersheypark (all day) Friday, June 9
8th Grade Promotion Ceremony, 9:00am Wednesday, June 21
Last Day of School (Half Day) Thursday, June 22

JEFFERSON MIDDLE SCHOOL MUSIC DEPARTMENT
EXCUSED ABSENCE REQUEST FORM

Rehearsal Attendance Policy

- Please schedule all doctor's appointments, tutoring sessions, etc. around the band calendar provided at the beginning of the year.
- Attendance is required at all regularly scheduled rehearsals, dress rehearsals, and performances, both during school and outside of school.
- The **student** must submit an Excused Absence Request form at least 3 days prior to a rehearsal conflict and 1 month prior to a performance conflict.
- Submitting a form does NOT automatically excuse you from the rehearsal or performance. Your teacher will contact you about scheduling resolutions (especially for school-related activities.) and/or make-up assignments.
- Unexcused absences may affect your grade and/or eligibility to attend the Spring Trip.
- In the case of an unexpected absence, a note explaining the reason for absence should be submitted within 2 days of the student's return to school.
- Reasons for excused absence: illness, death in the family, family emergency, religious observance. Other situations may be excused at the discretion of the music teacher. Not having a ride to a performance will not be considered an excused absence.
- Please remember, there is no replacement for **YOU** at a performance, and your classmates are depending on you!

Student's Name:

Instrument/Voice:

Ensemble:

Today's Date:

Date of Absence:

Reason for Request of Absence (Please be specific):

Student Signature:

For Office use only:

Date Received:

Absence Approved:

Yes No

Notes regarding absence:

FORMS TO SIGN AND RETURN

Item	Due Date
Syllabus Signature Page	Friday, September 9
Emergency Contact Information	Friday, September 9
Field Trip Permission Forms	Friday, September 9
<ul style="list-style-type: none">• Symphonic Band<ul style="list-style-type: none">○ APS Marching Showcase○ Patrick Henry ES Halloween Parade○ Pre-Assessment Concert @ W-L○ District Band Assessment○ Spring Trip• Concert Band<ul style="list-style-type: none">○ Pre-Assessment Concert @ Wakefield○ District Band Assessment○ Spring Trip	
TJMS Music Uniform Agreement/ Uniform Fee & T-Shirt Order Form*	Friday, September 30

Let Ms. T know if you need a payment extension or financial assistance for any payment, at any time during the year. No student will be denied participation in the TJMS Band Program due to financial constraints.

Student Name

Pd

SYLLABUS SIGNATURE PAGE

****Please Sign and Return by Friday, September 9, 2016****

1. Please sign the statement below:

I have read the Jefferson Middle School Handbook and Syllabus with my student.

(Signature of parent or guardian)

2. Next, please create OR update your Charms Account.

Go to:

- <http://tinyurl.com/TJMSShams> OR
- <https://www.charmsoffice.com/charms/selfregister.asp?s=TJMSSMusic>

- New students:
 - o Fill in your information to create a NEW Charms account

- Returning students:
 - o Type in your password (Your Student ID is the default unless you changed it)
 - o Use the Password Reset function to access Charms and update your information if necessary.

3. And last, please sign the statement below:

I have created OR updated my student's contact information through Charms Office Assistant.

(Signature of parent or guardian)

TJMS Music Uniform Agreement

Dear Music Families and Students,

Students must wear formal attire when performing as a member of his or her musical ensemble. **In order to provide a low-cost uniform, the music department charges a \$10 uniform fee for use of a tuxedo shirt, blue cummerbund, and blue bow tie to wear during performances.** Girls in band will also be given a long black skirt. The \$10 fee covers annual cleaning, maintenance, and replacement costs.

Replacement costs for damaged uniforms or items not turned in at the end of the year are as follows: Tuxedo shirt (\$15), Cummerbund (\$11), Bow tie (\$5), Band Skirt (\$29)

Students must provide:

- *Girls* - A plain white t-shirt (to be worn underneath uniform shirt), nylons (but no socks, please) and black dress shoes.
- *Boys* - Dark dress shoes, dark socks, dark pants and a plain white t-shirt (to be worn underneath uniform shirt). Pants must be worn at the waist.
- Please let your music teacher know if you need help to provide appropriate clothing.

Music Department T-shirts

Students should also purchase a Music t-shirt for in-school concerts, casual performances, and our Spring Trip. T-shirts are Royal Blue with these designs in gold, white, and blue:

