



Music Department Handbook



2011-2012

Please return - signed – Page 7 - by Friday, September 9, 2011.

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Mrs. Katie Spallasso, Asst. Principal
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Yorkville Middle School – 920 Prairie Crossing

Mr. Jeff Szymczak, Principal
Mr. Steve Megazzini, Asst. Principal
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Autumn Creek Elementary School – 2377 Autumn Creek Blvd.

Mr. Dave Ascolani, Principal
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Grande Reserve Elementary School – 3142 Grande Trail

Mrs. Sylvia Torto, Principal
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Bristol Bay Elementary School – 427 Bristol Bay Dr.

Mr. David Taylor, Principal
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Handbook - Table of Contents

Page 2

Introduction
Learner Outcomes
Classroom Rules

Page 3

Supplementary Music Room Rules
Instrument Storage
Consequences
Grading

Page 4

Performance Attendance
Concert Etiquette
Concert Attire
Extra Credit
Concert Fees

Page 5

Trips/Tours/Festivals
Transportation Procedures
Special Event Participation Fees
School-Owned Instrument Rental Fees
Lost or Damaged Music Policy
Awards

Page 6

Awards (continued)
Music Department Events Calendar
Conclusion

Page 7

Signature Enclosure Page

INTRODUCTION

Welcome to the Yorkville School District #115 music program for the 2011-2012 school year. The intent of this handbook is to provide important information about the district music programs and what is expected of your student musician.

The Yorkville school district music faculty is very pleased you have chosen to be a member of one of the many music groups we offer. We are excited to be facilitating excellent music making in the Yorkville Schools. We hope all parents and students are anticipating great rewards and new challenges while participating in the music programs.

Students are always welcome and encouraged to stop by the school music offices to discuss their progress and/or ideas. If you (students & parents) have any questions or concerns, please contact us at your convenience at the numbers or e-mail addresses listed. If we are not available, we will return your call or e-mail as soon as possible.

Thank you for your cooperation and continued support of the Yorkville school district music programs.

LEARNER OUTCOMES

1. The student will develop musicianship through listening, study and performance.
2. The student will develop an awareness of and an ability to express beauty.
3. The student will pursue a standard of excellence for individual performance and performing organizations.
4. The student will develop techniques for analysis through study and critical listening.
5. The student will develop a sense of cooperation and flexibility by working with others towards common goals.

CLASSROOM RULES

1. All students are expected to be in their seats (and remain in their seats unless given permission to leave) with all materials needed for class when the bell rings. (i.e. pencil, music folder, oil, grease, reeds, mallets, sticks, etc.)
2. Be respectful of others and yourself. Talking while others are talking during rehearsal is disrespectful. Keep comments in a positive manner.
3. Always make a positive effort. Everyone has bad days, but we are all still expected to give our very best.
4. Always raise your hand. This alerts your teachers to questions and comments you might have.
5. No food, gum, or beverage will be allowed in the music rooms during any rehearsal at any time.

SUPPLEMENTARY MUSIC ROOM RULES

1. Music and folders must be put away in their assigned areas when not in use.
2. Books and personal belongings are not to be stored in the music rooms.
3. School owned instruments are to be played only by those assigned to them. This includes the piano and all percussion instruments.
4. No student is allowed in the directors' offices without the director's permission.
5. Do not take your instrument to a music shop to be repaired without first showing the instrument to your director. Your director can sometimes save you money and valuable time by fixing minor repairs. Please have all repairs done in a timely fashion.
6. YHS practice rooms are designed for practicing only. Students are not allowed to use the practice rooms for any other purpose unless given permission by the director.

INSTRUMENT STORAGE

Instruments should be taken home after school on a daily basis. Instruments stored in the band/orchestra rooms should be disassembled appropriately and secured in their cases. Mouthpieces should be removed from instruments, reeds off of mouthpiece, bows put carefully away, cases latched shut, etc. Students will be assigned an instrumental storage locker. This space should be kept clean of non-instrument related items. Students may only use 'their' assigned storage locker.

CONSEQUENCES

Failure to comply with classroom rules may result in any of the following consequences as determined by classroom teacher:

- Verbal warning
- Loss of participation points
- Detention from teacher
- Parent/Teacher/Student conference
- Referral to school disciplinary office

GRADING

The breakdown of grades will be outlined by the individual teacher. Yorkville school district grading scales are as follows:

6th - 12th Grades

A = Superior, 90-100

B = Above Average, 80-89

C = Average, 70-79

D = Below Average, 60-69

F = Failure, 59 and below

INC = Incomplete/requires makeup of missed work

In addition, any High School student wishing to take their music class as a weighted grade may do so as long as they commit to fulfilling the music class weighted grade requirements which can be found on the music department web-site.

PERFORMANCE/ATTENDANCE

Attendance at all performances is required. The nature of participating in music ensembles is experiencing the huge accomplishments you have made in all of those sectionals and rehearsals that your performing group goes through on a daily basis. The rewards of your hard work and effort cannot be fully understood or appreciated without the closure of a performance. ***Failure to attend a performance will result in the lowering of the grade by a minimum of one letter per missed performance; unless the director excuses the absence in advance.*** Examples of performances are marching band performances, pep band games, choral/orchestra/band concerts, contests, etc.

In the event of an ***excused*** absence, a make-up assignment will be assigned. Examples of excused absences include student illness, family emergency and family death. It is each students' responsibility to get and complete make-up assignments in a timely fashion as assigned by director. ***All excused absences may be reviewed by the entirety of the music department faculty for validity and acceptance.***

All absences must be accompanied by documentation. Failure to produce documentation from a parent for the said event will result in an unexcused absence. ***Work and vacation are not excused absences.*** Refer to school handbook for additional attendance policies and performance eligibility.

Every effort has been made to avoid conflicts with other school activities in regards to the music schedule. If a conflict arises, notify the director as soon as possible so the conflict can be resolved with the other coach or sponsor.

Most performance dates are included on the district music calendar located in this handbook. Instructors will make every effort to keep you informed of any changes throughout the year.

CONCERT ETIQUETTE

Being a good audience is very important to the success of a performance. Infractions of concert etiquette guidelines will be treated seriously and can affect a student's grade. Your cooperation will help make this year's performances a success.

CONCERT ATTIRE

Concert attire will be determined in advance of each performance by the course instructor. Students not wearing the appropriate concert attire may not be allowed to perform resulting in a lowered performance grade.

EXTRA CREDIT

Extra credit points will determined by course instructor. Possible opportunities for extra credit include:

- solo/ensemble contest
- IMEA auditions
- attendance at a musical performance of which you are not a member
- private lessons

CONCERT FEES

Yorkville music performances are free to the public although donations are greatly appreciated. Concert donations are deposited into individual music department activity funds to help defray the costs for student rewards, activities, participation fees, etc.

Specialty performances such as musicals, the Madrigal Dinner, Jazz Showcase, etc. have additional fees, which are collected at the door or through advanced ticket sales.

TRIPS / TOURS / FESTIVALS

School rules apply to all students attending school sponsored trips, tours, and festivals. Trips, tours and festivals are a privilege, not a right. Students who are consistently absent from class, rehearsals, and/or performances may not be allowed to participate on trips, tours, and festivals.

TRANSPORTATION PROCEDURES

Students attending field trips, festivals, solo/ensemble/organizational contest are required to ride district provided transportation. Students who choose to return home by means other than the district provided transportation may **only** ride home with his/her parent or legal guardian. The student must present a hand-written note to the instructor prior to the field trip stating that the parent/guardian will be providing transportation.

A student unable to ride the bus to the designated music activity due to another school obligation must make transportation arrangements in advance with the **school principal**. If a student fails to take the bus to a music activity and prior alternative travel arrangements were not made with the school principal, the student will not be allowed to perform.

SPECIAL EVENT PARTICIPATION FEES

In general, the school will pay student fees for individuals that agree to participate in extra musical experiences including, but not limited to: Fox Valley Music Festival; IMEA Dist. IX Festivals; IGSMA/IHSA Solo/Ensemble Contests. However, if a student breaks one of these commitments, it will be the student's responsibility to reimburse the district.

SCHOOL – OWNED INSTRUMENT RENTAL FEES

A **school year fee of \$66.00**, \$33.00 per semester, is to be collected from students who utilize **school owned** instruments for maintenance and upkeep. Fees are collected by your child's director.

LOST OR DAMAGED MUSIC POLICY

Each music student will be assigned a music folder. All sheet music, folders or borrowed equipment must be returned in acceptable condition (in excess of natural wear and tear). Students may be held responsible for the replacement cost of lost or damaged materials.

AWARDS

Several means of honoring students are utilized in the music department including instructor recognition, press releases, music booster recognition and the following awards:

IGSMA/IHSA

Students participating in IGSMA/IHSA Solo & Ensemble and Organizational Contests are recognized with medals, plaques, and/or certificates.

YMS – One or more outstanding 8th grade student from band, choir, and orchestra will receive the following:

DIRECTOR'S AWARD FOR BAND
DIRECTOR'S AWARD FOR ORCHESTRA
DIRECTOR'S AWARD FOR CHORAL

YHS PARTICIPATION -The following music participation awards are awarded annually to all high school students.

1st year = certificate
2nd year = chenille "Y" letter
3rd year = pin
4th year = senior plaque

- A student involved in a musical organization for partial year will not be given a full year of credit towards an award.
- A transfer student's musical involvement (in good standing) from his/her previous school may be applied towards YHS semester totals.
- A student who has received multiple, unexcused absences from required performances will not receive his/her award.
- A student graduating early will receive the appropriate award based on total semesters involved.

In addition, four national music awards are given annually to a graduating senior in orchestra, choir, band, and jazz band.

NATIONAL SCHOOL ORCHESTRA ASSOCIATION ORCHESTRA AWARD
JOHN PHILIP SOUSA NATIONAL BAND AWARD
LOUIS ARMSTRONG NATIONAL JAZZ AWARD
NATIONAL SCHOOL CHORAL AWARD

MUSIC BOOSTER SCHOLARSHIP - The Yorkville Music Boosters' scholarship is awarded annually to one outstanding graduating Senior majoring in a music-related field at the college or university level. An application and an audition process are required prior to being considered a recipient of this scholarship. In the event no one is awarded the scholarship or no one is planning to major in a music related field, the \$2,000.00 scholarship will not roll over to the next school year. If applicants are not worthy of receiving the award, the music boosters will not feel obligated to award the scholarship that year.

MUSIC DEPARTMENT EVENTS CALENDAR

All District #115 Music Calendar Events can be found for viewing and/or downloading at www.yorkvillemusic.org.

CONCLUSION

In closing, making music can be a lot of hard work, but also fun, exciting, and rewarding. Our goals and expectations are simple: the Yorkville music department performing ensembles always need to look and sound great. Every member and their actions reflect the entire program, negatively or positively. The latter is our goal. We feel confident that we can work together to accomplish these goals and solve problems. This handbook is meant to be a guide. It is not possible to cover all of the issues that may potentially arise, but it should point us in the right direction. Students and parents should not hesitate to stop by the music offices or call or leave an e-mail. Our doors are always open.

Please be sure that both you and your student have read this handbook and both have signed the last page. Note the district calendar of events and post it in your home!!!! Please have your student return the signed portion to your music teacher by **Friday, September 9, 2011**. This signature sheet is considered his/her homework for that day!! Thank you very much.

