

UNIVERSITY HIGH SCHOOL

ORCHESTRA PROGRAM



2021-2022

STUDENT HANDBOOK

Corey Orban, director
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LETTER FROM THE DIRECTOR


Welcome to the University High School Orchestra Program!

My name is Corey Orban and I am excited to enter my fourth year as director of the University High School Orchestra in the 2021-2022 school year.

University High School has one of the most successful and comprehensive music programs in West Virginia. In the past few years, our school has had three separate music ensembles selected as state honor ensembles by the West Virginia Music Educators Association – including our 2020 Symphony Orchestra.

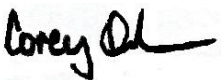
Studies have repeatedly shown that there is no activity that does more to cultivate and predict academic success than participation in school music programs. The Texas Music Educators Association has found that students involved in their school orchestra programs score higher on the SAT (on average) than students in other activities. In fact, in 2019, orchestra students averaged scores almost 400 points above the national average!

At UHS, my goal is to create a learning environment that makes students feel valued. Students are held to the highest standards and develop life skills that will prove useful in college and the workplace.

I understand this document contains a lot of information, but please become familiar with the sections marked with  Then, along with your parent/guardian, fill out this [Orchestra Agreement Form](#) so I know you have read it.

I look forward to working with you and your parents for the 2021-2022 school year.

Sincerely,



Corey Orban
Orchestra Director

PROGRAM MISSION STATEMENT

The mission of the University High School Orchestra Program is:

1. To create a positive learning environment in which students are valued, supported, and challenged.
2. To help each student reach their fullest musical potential.
3. To hold students to the highest standards and provide them with many of the skills needed to be successful in school and life.
4. To contribute positively to our community and be good representatives of our school, our city, and our state.

DIRECTOR'S CAVEAT

The information contained in this handbook is intended to be accurate at the time written and is subject to change. The director will release any updated information as soon as it is available. Please contact Mr. Orban if you need clarification of any material presented in this document.

COMMUNICATIONS ★

Mr. Orban will utilize various methods of communication to keep students and families informed of important orchestra information.

www.uhsorchestra.net

The UHS Orchestra website is the new primary hub for all orchestra communications. The main page of this site will host any important updates under the 'Announcements' section. You can also navigate the website to find information about the director, important forms, scale/fingering charts, calendar of events, and even photos and videos of our performances. This website is new and will continuously be updated to improve our communications.

Remind

The orchestra uses the Remind app to communicate directly with students and parents during the school year. Messages are sent directly to users phones. Reminders will be limited to announcements concerning rehearsals, performances, arrival times when returning from trips, etc. It is HIGHLY recommended that students *and* parents sign up as soon as possible.

corey.orban@k12.wv.us

The director's email address. This is the most reliable way to get in touch with Mr. Orban. Emailing is recommended over using the phone as Mr. Orban travels from the music wing to other classrooms throughout the day.

Google Classroom

Announcements, Assignments (including Arctic Academy Assignments), instructional and demonstrational videos, and other educational materials will be posted in Google Classroom. Students will typically enroll in the Google Classroom each year and will be given the code as soon as Chromebooks are distributed for the year.

Schoology

Used for grading and student-teacher-parent communication.

REQUIRED MATERIALS

A violin, viola, cello, or string bass in good working order; a fresh set of strings (Dominant, Helicore, etc.); shoulder rest/rock stop; cleaning cloth; a good bow with clean hair; music and a music folder; school-issued Chromebook; a pencil and student planner; and a willingness to improve while learning in a group setting.

INSTRUMENT STORAGE LOCKERS

All students will have access to an instrument storage locker or rack space. Please do not store food, clothes, or other personal items in these lockers. We are very lucky to have these lockers, so please continue to take care of them.

Note: UHS and Monongalia County Schools are not responsible for lost or stolen property. Please do not leave money or other valuables in your lockers.

SCHOOL INSTRUMENT USE

University High has a growing inventory of school-owned string instruments. Right now, we have 2 violins, 2 violas, 2 cellos, and 4 basses. If you are in need of an instrument – or you are considering switching to an instrument of need in the ensemble – please email Mr. Orban. Additionally, if you need to have your personal instrument repaired, you may use a school instrument for a limited time (if one is available).

INSTRUMENT CARE

- When not in use, always place the instrument and bow securely into zipped/latched case.
- Always loosen the bow before returning it to the case. Never over-tighten the bow.
- Using a lint-free cloth, always wipe the instrument clean of dust and rosin build-up. Never touch the bow hair. Oils from your skin can ruin the horsehair.
- Be careful not to bump the pegs or bridge of your instruments – especially when moving your instrument from place to place.
- Keep instruments away from extreme heat, cold, and humidity. **NEVER LEAVE YOUR INSTRUMENT IN YOUR CAR – CHANGES IN TEMPERATURE AND HUMIDITY WILL DAMAGE YOUR INSTRUMENT.**
- Only allow qualified string instrument technicians (a luthier) to attempt repairs. Your parents might be very handy, but string instruments require a specific touch. Fawley's in Sabraton can repair most issues.
- Make sure your instrument case is labelled with your name and contact info.

CLASSROOM CONDUCT

Class Policies:

Students of the UHS Orchestra class will:

- Have their instrument & be seated, ready to play approximately one-minute after the bell sounds.
- Have all required materials at their seat.
- Sit quietly and practice finger-positions or look ahead in the music while the director is working another section (please don't talk and disrupt the class).
- Keep their instrument storage area tidy and organized.
- Respect their peers, teachers, and school equipment.

Consequences for Misbehavior:

All incidents will be evaluated on a case-by-case basis. Offenses may result in one or more of the stated consequences:

Minor Offenses: Verbal Warning

Moderate Offenses: Verbal Warning
Grade Deduction
Temporary Seat Change
Private Discussion with Student

Major Offenses: Temporary Loss of Classroom/Performance Privilege
Grade Deduction
Permanent Seat Change
Private Discussion with Student
Phone Call Home or Parent Conference
In-School Suspension

Severe Offenses: Student is sent to Office/Counselor
Grade Deduction
Private Meeting (Teacher, Student, Parent, Principal)
In-School Suspension
Student Behavior Program
Removal from Orchestra Program

Note: Because the music department is regularly made up of the best students our school has to offer, we rarely have severe issues with misbehavior. However, if a student repeatedly shows they cannot be trusted to follow the basic classroom/attendance policies in this document – or fails to represent our ensemble or school in a positive way – they may have privileges removed, performance opportunities taken away, or even be removed from the program.

SEATING ASSIGNMENTS

At the beginning of the school year, students will complete an audition performing scales and an excerpt of a piece we are playing in class. Each year, students must audition for their parts and roles – there are no automatic chair selections for veterans of the ensemble. Each chair/role/part decision is made for the best interest of the development of the students and the ensemble.

STUDENT LEADERSHIP

Concertmaster:

The Concertmaster is the first chair player in the first violin section. This person is the student representative of our ensemble. They are responsible for leading tuning, deciding bowings/fingerings, leading group warm-ups, and communicating other important information with all other members and principal players.

Principal Players:

Each of the other sections (Violin 2, Viola, Cello, & Bass) will have principal players who will be helpful in deciding bowings/fingerings, and leading their sub-sections in sectionals. The role of principal is to help their section become as successful as possible by identifying any ambiguities in our playing to make things uniform.

DRESS CODE ★

Formal Dress: *This is our most common performance attire. Please plan accordingly.*

Men – Black tuxedo or black suit (that will pass for a tuxedo) with a white dress shirt and a black bow tie, black socks, and black dress shoes.

Ladies – Long ‘modest’ black gown preferred.

Semi-Formal Dress:

Men – Dress clothes: dress shirt, tie, suit coat/sports coat, dress shoes (doesn’t need to be black).

Ladies – “Something nice” (perhaps a pretty dress – doesn’t have to be black, can be colorful).

CALENDAR OF EVENTS ★

The 2021-2022 Event Calendar is posted on www.uhsorchestra.net/calendar and in Google Classroom. This calendar is an outline of all confirmed rehearsals and performances for the year. This year, we will be performing with a Symphony Orchestra – which will require some after-school rehearsals. If these dates change, a Remind message will be sent out to keep students and parents informed. **Please take note of these dates so you do not double-book your schedule.**

ATTENDANCE ★

Orchestra is a *co-curricular* activity – meaning that unlike *curricular* classes, orchestra activities often take place outside of school hours – and unlike *extracurricular* sports, orchestra activities are graded.

In order to put together a Symphony Orchestra, we will have to rehearse after school. Students are expected to be at all after-school rehearsals and performances. If a student has a conflict with a performance or rehearsal date, they should contact the director immediately to find a solution. In the event of an unavoidable emergency that prevents the student from attending a rehearsal or performance, students/parents should submit a written excuse to the director explaining the reason for the absence within two days.

Note: Telling Mr. Orban “I can’t make it” is not a valid reason to have an absence excused.

Sports Conflicts | 50/50 Policy:

Orchestra students are allowed – and encouraged – to participate in athletics. It is inevitable that there will be conflicts between sports and orchestra, but it is important that both activities receive equal respect.

Students who participate in athletics and orchestra are expected to split time evenly between orchestra rehearsals and performances and sports practices and events.

Students can use the following guide when deciding which activity to attend:

Orchestra Rehearsal vs Sports Practice:

Attend the sports practice first time the conflict arises and orchestra rehearsal second; or vice versa.

Orchestra Rehearsal vs Sports Event/Game:

Attend the sports event/game.

Orchestra Performances vs Sports Practice:

Attend the orchestra performance.

Orchestra Performance vs Sports Event/Game:

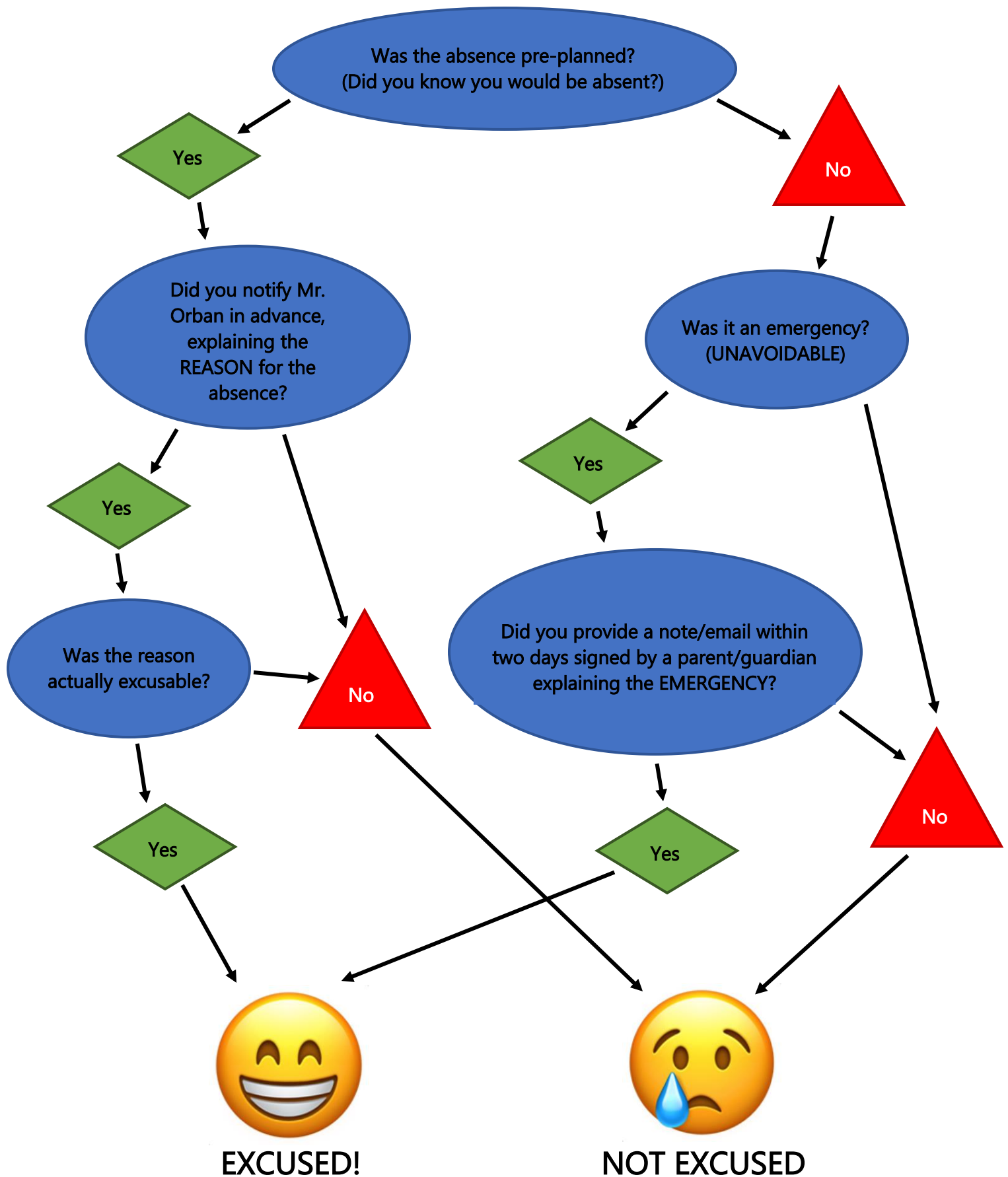
Attend the orchestra performance first time the conflict arises and the sports event/game second; or vice versa.

The 50/50 Policy assumes that the coaches of the individual sports in which students participate are willing to allow students to miss sports practices and events. However, students and coaches must remember that while sports are *extracurricular*, orchestra is *co-curricular* – which means students are *graded* for their work both in class and after school. Students who fail to meet the 50/50 requirement – even as a result of coaches’ requirements – may see their grade suffer.

Students must inform Mr. Orban *in advance* if they plan to miss a rehearsal or a performance due to a sports-related conflict. Please see “How To Get an Absence Excused.”

Note: Mr. Orban is a reasonable person. Just be responsible and respectful regarding attendance and you will be just fine.

HOW TO GET AN ABSENCE EXCUSED ★



Grades will be determined by three categories and based on teacher observation:

Public Performances (Tests):

- Tests make up 34% of the students nine-week grade.
- Performances will be graded based on having the proper materials (instrument, music, etc.), proper dress, attendance, and behavior.
- Unexcused absences from a public performance will be counted as 0 points.
- Make-up Assignments:
 - If a student is excused from a performance or rehearsal, they may be asked to complete a make-up assignment.
 - This assignment will require the student to perform – in person or on video – the music from the missed rehearsal or performance. There will be a firm deadline on this work; no late work will be accepted.

****In the event of extended remote learning, 'Test' grades may also be the submission of virtual concert videos.**

Individual Practice or After-School Rehearsals (Homework):

- Homework will make up 33% of the nine-week grade.
- The homework grade will be based on having the proper materials (instrument and music), effort, attendance, and behavior.
- Unexcused absences from an after-school rehearsal will be counted as 0 points.

****In the event of remote learning, 'Homework' grades may also be assignments posted in Google Classroom (if any).**

Daily Grade:

- The Daily Grade will make up 33% of the nine-week grade.
- The Daily Grade will be based on having the proper materials (instrument and music), effort, attendance, and behavior.
- The Daily Grade will be determined by the student's: preparedness, adherence to class policies, musical contribution to the class, and attitude.

****In the event of remote learning, 'Daily Grades' may also be attendance in any scheduled Zoom meetings (if any).**

Final grades will be determined by the student's final score and the following school-approved grading scale:

- A – Excellent Effort: 90% – 100%
- B – Above Average Effort: 80% – 89%
- C – Acceptable Effort: 70% – 79%
- D – Below Acceptable Effort: 60% – 69%
- F – Unacceptable Effort: 59% and below

Once you have finished reviewing this handbook, please fill out this
Orchestra Agreement Form