

*East Cooper*

**ECO**

*Orchestra*

**2010-2011 HANDBOOK**

Pamela Heine, Director  
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[eco.lowcountry.org](http://eco.lowcountry.org)

Cario Middle School  
(843) 375-4653

Laing Middle School  
(843) 849-2809

**Materials**

A. **Everyone:** Instrument, rosin, pitch pipe or electric tuner, polish, dust cloth, and metronome

**Violin and Viola:** Kun shoulder rest (provided by orchestra)

**Cello:** End pin belt

**Bass:** Rock stop

B. Pencils

Music Folio with sheet music (provided by orchestra)

Set of strings (Thomastik “Dominant”, Prim, D’Addario “Prelude”) – **avoid super-sensitive strings**

Method Books: (can be purchased from the orchestra)

**6<sup>th</sup> Grade**

- 1) Essential Elements 2000 Book 1– Allen, Gillespie, Hayes - \$7.00
- 2) Essential Elements 2000 Book 2 - Allen, Gillespie, Hayes - \$7.00
- 3) All For Strings WKBK 1 - Anderson / Frost - \$4.00

**7<sup>th</sup> Grade**

- 1) Strictly Strings Book 2 - Dillon, Kjelland, O’Reilly - \$7.00
- 2) All For Strings WKBK 2 - Anderson, Frost - \$4.00

**8<sup>th</sup> Grade**

- 1) Essential Technique 2000 Book 3 -Allen, Gillespie, Hayes - \$8.00

**Suggested Repertoire** (not required)

- Suzuki Method Books
- Beautiful Music for Two Stringed Instruments – Samuel Applebaum
- Strictly Classics – John O’Reilly
- Fiddlers Philharmonic – Dabczynski / Phillips
- Disney Solos

**\* Materials can also be purchased at local music stores:**

East Cooper Music, Mt. Pleasant Music, Music and Arts Center,  
The Instrument Doc

**SmartMusic Software / Audacity**

This is fantastic software that is available to all students to make practice time more effective and more fun.

1. It will provide accompaniments.
2. It provides you with a built in metronome and tuner.
3. It provides you with thousands of musical exercises.
4. It provides accompaniments to Solo and Ensemble literature.
5. It allows students to get immediate feedback on how they are doing.
6. It allows students to record themselves playing their instruments.
7. It teaches them how to read music more effectively.

If you would like to order the year-long subscription to smartmusic, log on to [www.smartmusic.com](http://www.smartmusic.com) and order the software directly from the company. The customer service number is 1-866-240-4041. **Audacity** will be incorporated with smartboard activities.

**Scholarships**

There are two scholarships in the amount of \$200 each for members of the Concert Orchestra (7<sup>th</sup> and 8<sup>th</sup> grade musicians). One scholarship will be awarded to a Cario student and one to a Laing student. Scholarship money must be applied to orchestra fees (for the present or next school year), field trips, or summer music study.

If a student is interested in applying for either of these scholarships, they must meet the following criteria:

- Submit a letter to Ms. Heine **no later than November 5** expressing interest in seeking one of the scholarships.
- Pay the annual fee of \$100.
- Participate in fundraisers.
- Participate in extra activities to earn merit points.
- Attend 100% of all orchestra functions and rehearsals.
- Demonstrate exemplary behavior and leadership.

Scholarship recipients will be announced at the December concert.

### **Financial Obligations**

Each orchestra student is assessed a dollar amount determined by the budgeted needs of the orchestra for that year. This year, our orchestra fee will be **\$100**, which is **due August 31st**. This fee will help cover the cost of awards, t-shirts, festival participation, music folders, music, instruments, and bus transportation. Please note that this assessment does not pay for extra orchestra trips. It is the desire of the director to take a spring trip each year.

*At times the financial obligation may be heavy, but no member will be denied the opportunities of our organization due to financial difficulties. Please talk with us!*

- **Please make check payable to East Cooper Orchestra.**
- **Individual student accounts do not carry over to the next school year.**

### **Fundraising**

Over and above staffing, Charleston County does not fund our orchestra program – WE DO! This is why fundraising is so critical to the mission of the ECO and the success of the orchestra program.

*Why do we need to have fundraisers?*

- to offset the additional cost, over and above the orchestra fees, which allows us to keep the orchestra fees at a level similar to other area middle school orchestra programs.
- to provide a vehicle for families to fund their students' orchestra accounts to assist in paying for orchestra fees, event fees, trips, and other qualifying events.
- to raise money for the orchestra so that we may continue to provide our students with the instruments and equipment that are needed to ensure the excellence of our orchestra program.

### **Formal Concert Attire**

- tuxedo shirt
- black cummerbund/tie

studs/cufflinks  
tuxedo pants (males, female cellos & basses)  
ankle length black skirt (female violins & violas)  
black shoes/socks

**Uniforms must be purchased from Black Tie on Highway 17 (884-4349). All students will be measured at school in September. Uniform must be paid for and picked up at the store by November 5<sup>th</sup>. The cost for uniforms for students needing attire with skirts is approximately \$67. Uniforms for students needing attire with pants are approximately \$73. All orchestra members will receive a complimentary garment bag from Black Tie.**

### **Informal Concert Attire**

orchestra shirt . . . . . provided by orchestra  
stone/khaki pants . . . . .no camel colors or Capri's  
brown shoes . . . . . no flip-flops

**\*\* Orchestra members must be dressed in complete concert attire in order to perform.**

### **Purpose**

The purpose of the String Orchestra Program is to give students an understanding of and an appreciation for music. Playing in the orchestra will develop a mental discipline that will aid the student in achieving success in other fields too.

Orchestra students are expected to develop a sense of pride and respect for the String Orchestra. This sense of pride and respect will result in the "group spirit" necessary for continued success of the String Orchestra Program.

### **Personal Obligations**

1. Always be a little ahead of schedule. This will allow you to get your thoughts together so the task at hand has a better chance of being carried out properly.
2. Take suggestions and criticism in the proper spirit. It is important to remember that orchestra is a group activity as well as an individual activity. Your mistakes hurt not only you but also affect the entire ensemble.
3. Keep up with all of your equipment and have it at the right place and time.
4. Constantly strive to improve. Make up your mind to learn something new each day.
5. Pay close attention to all instructions to avoid wasting valuable time.

### **Practice Cards**

Each student is expected to practice a minimum of 30 minutes, 5 times a week. Students will be given a card on which to record his/her practice time. These cards are to be signed by a parent and returned at the end of each week.

### **Attendance Policy**

**The only excusable absences are pre-arranged school conflicts and those that would be excused by the school for regular attendance records; i.e. illness, death in the family, religious holiday.**

**Individual needs** - will be addressed as they occur; this system is subject to modification by the director.

For **all** absences, the student and parent must follow the following procedure:

- Director must be notified in advance.
- An absentee request form must be filled out and on file.
- For illness, a parent note or doctor's excuse must be submitted.
- Although cleared by the school office, absences from an orchestra activity that same day must be cleared with the director as well – please call the orchestra room.
- In extreme cases, a phone message may be left with a follow-up personal call.

The mere filing of an absentee request form does not constitute whether an absence is excused. The above policy is clear in regards to what is excused.

### **Make-Up for Unexcused Absences**

Students will make-up unexcused absences by doing one hour of supervised practice per absence.

### **Private Lessons**

Private lessons, when taken regularly and with consistent and purposeful practice on assigned material, are definitely an aid to improving musicianship. They are strongly recommended on this basis. Private instruction is not mandatory, but I will be more than glad to recommend a private teacher for any student interested in this type of enrichment activity.

### **All-State / Region / YOLO / Chas Honors / Chas Prep Orchestra**

Members of the orchestra program are eligible to audition for these orchestras in the fall. See newsletter for audition dates.

### **Orchestra Properties**

Charleston County Schools own and supply a few cellos and basses. These instruments are checked out to individual students for their personal use. Students are expected to keep these instruments in good working order and clean at all times.

The orchestra also owns stands, music, and other items. Should a student damage any of these items, a sum (determined by the orchestra director and approved by the administration) will be charged for repair or replacement.

The appearance of the orchestra room reflects the personality of the orchestra. This room's appearance is the responsibility of each orchestra member. The room is expected to be kept neat and free of litter at all times.

### **Rehearsal Rules**

1. You must be in the storage room, or your seat, when the bell rings; a downbeat will be given two minutes after the bell. During the two minutes, you should move to your seat, obtain

music, a music stand, and a pencil. Make sure you have extra strings. Announcements will be made at the beginning or end of class and will also be written on the board.

2. The orchestra will always warm up as a group.
3. When the orchestra director steps up on the podium, all talking and other noise must cease immediately.
4. When the director gives a cut off, stop immediately so valuable time will not be wasted.
5. When asked to make a change in the music, do so immediately. Do not assume you will remember this change without marking it. You probably will not.
6. The purpose of rehearsal is for you to learn **the parts of others and how they relate to yours, not to learn your individual music!**
7. If you must leave your seat for any reason, please ask. Restroom breaks should be taken between classes.

### **Grading Procedures**

Grades are assigned for the orchestra class and performances, which are co-curricular.

Class participation, practice cards, and music theory assignments	20%	This includes during and after school rehearsals. Students must have their instruments every day, a pencil at every rehearsal, and show maximum effort to earn the best grade.
Auditions, Performances, Merits, Sectionals, Festival Attendance, Playing Tests	80%	It is the student's responsibility to turn in all assignments, prepare for auditions, and make all scheduled events. Playing assignments will be live or submitted via email.

### **Materials Grade**

Each student should have the following items in class everyday:

- a sharpened pencil
- your instrument
- your music and folder
- rosin, soft cloth

From time to time during the school year you will receive a materials grade. If you have all the items listed above, you will receive a daily grade of "A". Your grade will be lowered one letter for each item you are missing, but students will be given two days to bring in any missing items. After the second day, the letter grade will be lowered.

### **Auditions**

Both in the fall and spring, there will be auditions to determine chair placement. Auditions will be announced well in advance and will consist of excerpts from daily repertoire. The director and/or area professionals will judge the auditions.

### **Merit System**

After School Practice (personal or scheduled)	2 points
Private Lessons	2 points per lesson

All-State/Region Audition	4 points
Region Orchestra Member	5 points
All-State Member	6 points
Solo and Ensemble	2 points per event
Written critique on a performance	2 points
Outside Clinics	2 points
YOLO / Chas. Honors / Chas Prep	2 points per rehearsal
Tutor a less experienced student	2 points
Assisting Director	2 points
Civic Performances	2 points
Smart Music	2 points

### **Awards Celebration**

At the end of the year, orchestra members will receive awards (certificates, trophies, medals) for outstanding participation, improvement, and performance.

### **Types of Awards**

1. Certificate – all orchestra members
2. Medals
  - Participation – A+ average (95 – 100)
  - Improvement
  - Performance – A average and participation in two of the following:
    - Solo / Ensemble Festival
    - Region / SC All-State Orchestra
    - 6<sup>th</sup> grade member selected to Concert Orchestra
    - Charleston Honors Orchestra
    - Charleston Prep. Orchestra
    - YOLO
  - Principal Player
3. Large Trophy – Name on Perpetual Plaque
  - Cario Orchestra Award
  - Laing Orchestra Award
  - 1 per grade level
    - A average
    - No unexcused absences
    - Participate in one of the following: Lowcountry Region, Chamber, Solo / Ensemble, Charleston Honors, Prep, YOLO, Concert Orchestra
    - Demonstrate leadership, positive attitude, role model for entire orchestra

## **Orchestra Calendar 2010-2011**

<b>August</b>	<b>31</b>	Orchestra Parent Night @ Cario Orchestra Room 7 p.m.
<b>October</b>	<b>9</b>	Lowcountry Region Orchestra Auditions
<b>November</b>	<b>18</b>	Fall Concert @ Laing 7 p.m.

<b>November</b>	<b>19-20</b>	Lowcountry Region Orchestra Weekend (select students)
<b>December</b>	<b>7</b>	Winter Concert 6 <sup>th</sup> Grade @ Cario 7pm
<b>December</b>	<b>9</b>	Winter Concert 7 <sup>th</sup> & 8 <sup>th</sup> Grade @ Cario 7pm
<b>January</b>	<b>8</b>	SC All-State Orchestra Auditions @ USC (select students)
<b>February</b>	<b>25-27</b>	SC All-State Orchestra Weekend @ Furman (select students)
<b>March</b>	<b>22</b>	Pre-Festival Concert 7pm (Place TBA)
<b>March</b>	<b>23-25</b>	SC Orchestra Concert Festival (Place/Time TBA)
<b>April</b>	<b>14</b>	Mt. Pleasant District Concert - Cario Gym – 7:30 pm
<b>April or May</b>	<b>29-30 6-7</b>	Solo/Ensemble (Place/Time TBA)
<b>May</b>	<b>7 or 14</b>	6 <sup>th</sup> grade trip (Destination TBA)
<b>May</b>	<b>19-21</b>	7 <sup>th</sup> -8 <sup>th</sup> grade Orlando Trip
<b>May</b>	<b>26</b>	Awards Celebration @ Palmetto Islands County Park 4–7

**Refer to ECO Newsletters and our website for additional events and changes.**

## **ABSENCE FORM**

This form must be completed and turned in one week in advance of any anticipated absence by an orchestra student (excluding extreme emergencies).

Student Name \_\_\_\_\_ Today's Date \_\_\_\_\_

Date of anticipated absence \_\_\_\_\_

Reason for absence \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- Please be specific! The policy is quite simple – if the school will excuse it, we will excuse it. If the school will not, we will not. The school does not consider “important matters or family matters” excusable. Cario/Laing Middle School will excuse for Death in the Family, Religious Holiday, and Illness with a Doctor’s Excuse. The doctor’s excuse must be submitted with the school and a copy made to be put on file with the orchestra director.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Student Signature

All forms must be submitted to the orchestra director and will remain on file in the orchestra office for a period of a year.

\_\_\_\_\_  
Director’s Signature

\_\_\_\_\_  
Date

## **Orchestra Parent Volunteer Sign Up Form Deadline August 24, 2010**

**Please check appropriate box:**

\_\_\_\_\_ **PR Committee (create press releases, help promote concerts)**

\_\_\_\_\_ **Program (create programs for concerts)**

\_\_\_\_\_ **Copying**

\_\_\_\_\_ **Transport large equipment (cellos, basses, music stands)**

\_\_\_\_\_ **Fundraising Committee**

\_\_\_\_\_ **Stage Set-Up and Break Down**

\_\_\_\_\_ **Chaperone Field Trips**

\_\_\_\_\_ **Awards Picnic Committee**

**School Name** \_\_\_\_\_

**Parent Name** \_\_\_\_\_

**Child's Name** \_\_\_\_\_

**Contact Number** \_\_\_\_\_

**Email** \_\_\_\_\_

**Order Forms “T-Shirts and Sweatshirts”  
Deadline August 24, 2010**

**Orchestra T-Shirt (cost included in orchestra fee)**

All 6<sup>th</sup> graders will receive a shirt.

7<sup>th</sup> - 8<sup>th</sup> grade members should order a shirt only if last years shirt was damaged or larger size is needed.

Extra shirts can be purchased for \$10

**School** \_\_\_\_\_

**Name** \_\_\_\_\_

**(Circle One)**      **Size**      **Adult**      **S**      **M**      **L**      **XL**      **XXL**

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**Orchestra Sweatshirt (optional . . . not required to purchase)**

**Black hooded with "East Cooper Orchestra" on front**

**Cost: \$30**

**School** \_\_\_\_\_

**Name** \_\_\_\_\_

**(Circle One)**      **Size**      **Adult**      **S**      **M**      **L**      **XL**      **XXL**

**DETACH AND RETURN TO DIRECTOR**  
**Deadline August 24, 2010**

**I, the undersigned student, accept membership in the Cario/Laing Middle School Orchestra and understand that I am responsible for all the policies as set forth in the Orchestra Handbook. I fully agree to carry out my responsibilities to the very best of my ability.**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**I, the undersigned parent or guardian, have read and understand the policies as set forth in the Orchestra Handbook. I also grant full permission for my child to be an**

**active member of the Cario/Laing Middle School Orchestra. In addition, my child has full permission to attend all orchestra functions. Furthermore, I understand that I must meet all financial obligations.**

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

School \_\_\_\_\_

Student Name \_\_\_\_\_

Grade \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_

Zip Code \_\_\_\_\_

Parent Name \_\_\_\_\_

Business Affiliation/Occupation \_\_\_\_\_

Parent E-Mail Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Emergency Number \_\_\_\_\_

Type of Instrument (inside instrument) \_\_\_\_\_

Manufacturer (inside instrument) \_\_\_\_\_

Serial Number (inside instrument) \_\_\_\_\_