

Knox Junior High  
Orchestra Handbook  
2020-2021



Conroe Independent School District

It's going to be a great year!!!!

## **Knox Junior High School**

Mr. Joe Daw, Principal  
12104 Sawmill Rd.  
The Woodlands, TX 77380  
Office: (832)592-8400

## **CISD Administration**

Dr. Curtis Null, Superintendent  
Dr. Chris Hines, Deputy Superintendent  
Mr. Gregg Colschen, Asst. Superintendent, Secondary Education  
Dr. Robert Horton, Fine Arts Coordinator

## **Knox Junior High School Fine Arts Department**

Ms. Shelby Nichols, Orchestra  
Mrs. Jennifer Dillard and Mr. Daniel Weatherholt, Band  
Mrs. Sarah Young, Choir  
Ms. Gwendolen Fenley and Ms. Kami Jackson, Theater

## **College Park High School Orchestra Vertical Team**

College Park HS Orchestra - Dr. Peter Kempter  
Mr. Emmanuel Coraza  
Knox JH Orchestra - Ms. Shelby Nichols  
Collins Int. Orchestra - Mrs. Eliasha Gibbs  
Wilkerson Int. Orchestra - Mrs. Shannon Bolen-Griebing

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**For information about Title IX rights or Section 504/ADA rights, contact the Title IX Coordinator or the Section 504/ADA coordinator at 3205 W. Davis, Conroe, Texas 77304; (936) 709-7752.**

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## **Knox Junior High School Orchestra**

**Shelby Nichols, Director**     [slnichols@conroeisd.net](mailto:slnichols@conroeisd.net)

Dear Parents and Students,

Welcome to Knox Junior High and the Knox Orchestra! I'd like to thank you for your commitment and continuing your musical studies! This handbook contains information, guidelines and expectations for classroom procedures, U.I.L. activities, uniforms, performance calendar, and forms to be signed and returned. I am looking forward to meeting all of our new members and welcoming back our 8th graders as we strive for another successful year!

The Knox Orchestra Program currently has over 200 musicians and consists of six orchestras: First Year Orchestra, String Ensemble, Concert Orchestra, Philharmonic Orchestra, Symphony Orchestra, and Chamber Orchestra. During the school year, students perform numerous concerts including Fall, Winter, and Spring concerts, Bachs Office Hits Pop Show (Chamber), UIL Concert & Sight Reading Contest (Philharmonic, Symphony and Chamber), UIL Solo & Ensemble, TMEA Region Orchestra, Early Music Festival (Texas Renaissance Festival), Holly Jolly Pops (Woodlands Pavilion), and the String Fling feeder concert.

A successful year requires good communication between parents, students and teacher. Please do not hesitate to contact me with questions. You may contact me by e-mail at the above address or by phone. The school telephone number is 832.592.8400. This year, we will be using Canvas. Students are able to connect to Canvas through their SSO. All required concert dates and events are listed on the orchestra website and on Canvas. Please check the website every week to keep current on important orchestra happenings.

I am looking forward to working with your children and meeting you this year! I know we are all eager to get the year started, and I look forward to seeing you at our events. It is a privilege to work with your students, and I know with your support and the dedication from our students that the Knox Orchestra will continue to succeed in all of our endeavours.

Welcome Back!

Shelby Nichols  
Orchestra Director  
Knox Junior High School

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## **COVID-19 ADDENDUM**

Knox Orchestra Students and Parents,

Welcome to the 2020-2021 school year! I have greatly missed performing with you, teaching you, and making special memories with you. This past spring semester was a challenge for many of us and we all understand many obstacles and difficulties are still ahead of us. I am confident, however, that we will overcome these difficulties and continue to thrive, both as people and as musicians!

You may have received information from CISD and several officials regarding school protocols for the fall. The purpose of this communication is to give you more specific information regarding how the Knox Orchestra program will implement, to the best of our ability, these expectations. Through this process, the keys words I have been 'chanting' to myself is flexibility, patience, and support.

### **Orchestra procedures/expectations for the 2020-2021 Fall Semester:**

#### **Communication/Logistical information**

- We will continue to use Canvas for communicating daily updates and important announcements to both students and parents.

#### **In-class instruction**

- We anticipate the use of masks being necessary for most students, due to the challenge of observing social distancing with our large numbers.
- One music stand per person will be recommended- should the program not have enough music stands; personal folding stands will be recommended for individuals.
- It is recommended that personal instruments and materials do not remain at school overnight. Lockers will still be provided/assigned for violin and viola students.
- Regarding the use of classroom cellos and basses, we will follow all sterilization and sanitation guidelines. It may be your choice, if convenient, to transport your own cello to school each day.
- The orchestra room will use designated entrance and exit doors.

#### **Private lessons**

- Fine Arts private lesson teachers will not be allowed to teach on campus facilities until further guidance is provided.
- Private lessons may continue to be conducted virtually, if agreed upon between individual families and the lesson teacher.
- All district guidelines will continue to be followed.

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## **Performances/Rehearsals**

- In specific instances, students may need to come to campus at designated times to attend rehearsals, sectionals, and concerts. Additional information will be provided on this after we start.
- It is our goal to adhere to the established performing calendar as much as possible, however, concerts may be adjusted based upon health and safety guidelines.
- Performances will most likely be live-streamed.
- Students will be expected to arrive to concerts fully dressed in designated concert uniforms as changing areas will not be provided. \*Formal concert uniforms will not be assigned for the fall semester. Fall concert attire consists of the orchestra t-shirt, jeans, and closed toed shoes.
- Events off-campus (Renaissance Festival, Region, Honor Orch) are currently on hold until specific guidance is provided by CISD, TEA, UIL, etc.

## **Remote learning (as provided by CISD)**

- Regular and frequent interaction between students and teachers will be expected.
- Orchestra will use Canvas for the majority of the on-line learning curriculum.
- Course expectations for remote learning will be of equal rigor to face-to face instruction.
- Students will be provided with rubrics and procedures for completion of assignments.
- Students may be required to log-in at designated times and for designated amounts of time to complete each course's requirements.
- Assignment due dates will be comparable to face-to-face course requirements.
- Students must have access to the online course platform as well as means to document progress on current assignments or projects. (e.g. Camera phone, digital camera, chromebook, etc.). Individual student needs may be able to be accommodated through a student's home campus.

## **Financial**

- We will always be able to make adjustments for those in need.
- The CISD Instrument Maintenance fee (\$75) will still be in effect for those using a campus instrument. This fee is waived for those on the free-reduced lunch program or are transporting a personal instrument to and from school.
- We are lowering the Activity fee to \$50 for this upcoming school year- this fee includes: an orchestra t-shirt, the orchestra method book, a black 3 ring binder, 1 set of page protectors, 1 pencil bag, a MusicFirst subscription, and other materials and activities throughout the year.

We expect you will have questions. I can assure you that I have questions as well. We will do our best, based on the information provided from the school, to answer them.

Thank you all for the continued support of the program, the arts, and your talented children. We look forward to getting back and making some great music together.

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# KNOX ORCHESTRAS /EXPECTATIONS

## **Auditions/Placement:**

- All incoming 7th Grade and 8th Grade orchestra students audition for each of the orchestras except for the First Year Orchestra.
- Members of ALL Knox Orchestras re-audition for placement each year.
- Considerations for placement include musical ability, self-motivation to practice, attitude, behavior, and campus discipline/academic history.
- Audition material is distributed in the 2nd Semester, and students will have a month to prepare audition materials.
- All audition placements are final.

## **Chamber Orchestra**

Knox Chamber Orchestra is the Varsity orchestra consisting of 7th and 8th graders. Chamber students have weekly sectionals to prepare for Region Orchestra Auditions and other competitions throughout the year. Chamber students regularly make the Region Orchestra held in November and participate in UIL or CISD Solo and Ensemble contest in February. Chamber Orchestra competes annually in the Texas Renaissance Festival's Annual School Days Contest, UIL Concert and Sight-reading Contest in April, and other competitions throughout the year.

## **Symphony Orchestra**

Knox Symphony Orchestra is the Non-Varsity orchestra consisting of 7th and 8th graders. Symphony students have weekly sectionals to prepare for Region Orchestra Auditions and other competitions throughout the year. Symphony students regularly participate in UIL Solo and Ensemble contest in February. Symphony Orchestra competes annually in UIL Concert and Sight-reading Contest in April, and other competitions throughout the year.

## **Philharmonic Orchestra**

Knox Philharmonic Orchestra is the Sub-Non-Varsity orchestra consisting of mainly 7th and some 8th graders. The Philharmonic Orchestra competes annually in UIL Concert and Sight-reading Contest in April as well as the Ann C. Roberts Festival in Galveston. Philharmonic students regularly participate in UIL Solo and Ensemble contest in February.

## **Concert Orchestra**

Knox Concert Orchestra is a training orchestra for 7th and 8th graders. Note reading and technical skills are reviewed and reinforced daily. Students participate in four major concerts each year: a fall, winter and spring concert as well as the annual String Fling concert in May. Concert students have the option to compete in UIL Solo and Ensemble contest in February.

## **String Ensemble**

Knox String Ensemble is a training orchestra for mainly 7th graders and some 8th graders. Note reading and technical skills are reviewed and reinforced daily. Students participate in four major concerts each year: a fall, winter and spring concert as well as the annual String Fling Concert in May. String Ensemble students have the option to compete in UIL Solo and Ensemble contest in February.

## **First Year Orchestra**

Knox First Year Orchestra is open to any 7th and or 8th grader with a desire to learn a string instrument. No previous experience needed. Students learn basics of posture, note reading and rhythm. Students will participate in three major concerts a year: winter and spring concerts as well as the annual String Fling Concert in May. First Year Orchestra students have the option to compete in UIL Solo contest in February.

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## KNOX ORCHESTRA REQUIRED MATERIALS

### **Personal Instrument, bow and accessories in good condition:**

- Instrument cases must be labeled with name and address
- An orchestra locker is provided to safeguard from unauthorized use or theft.
- The director is not responsible for misplaced or misused instruments that are not secured in an assigned locker.

### **Black 3 ring binder with 4 dividers and pencil bag:**

- **This will be provided to students on the first day of in-person instruction.**
- Students choosing remote learning will be able to sign up to pick this up in the evening after the first day of in-person instruction. All items for the binder will be able to be accessed on Canvas.
- All students are expected to have this in class each day to mark performance information/changes.
- Music for each performance will be provided to all students. Students are expected to keep their music neat and orderly in their binder.

### **Method Book:**

- **This will be provided to students on the first day of in-person instruction.**
- Students choosing remote learning will be able to sign up to pick this up in the evening after the first day of in-person instruction. This will also be available in Canvas.
- The method books this year will be:
  - Chamber and Symphony Orchestras: Habits of a Successful String Musician by Christopher Selby
  - Philharmonic, Concert, and String Ensemble: Habits of a Successful Middle Level String Musician
  - First Year Orchestra: Orchestra Expressions Book 1 and 2

### **Other Accessories Required:**

- **Students should own the following items for home use as needed**
  - Folding Music Stand
  - Metronome / Tuner (either app or handheld device)
  - Shoulder Rest for Violins/Violas (Suni, Kun or other)
  - End-pin stop for Cellos/Bassists
  - Extra Strings

### **Items gladly accepted as donations for the use of the orchestra program/classroom:**

- 2-3 boxes of tissues

These and other items can be purchased from any of the Houston area CISD vendors or online from several established music stores. For your convenience, a representative from Lisle Violin Shop, Fishburn Violin Shop, and String and Horn Shop make regular service visits to the Knox Campus and can easily make appointments for a pick-up/return. For contact information and comparison-shopping, visit the following websites for renting/buying/repairing instruments, sheet music and other supplies. If you have questions about renting or are considering buying an instrument, please speak with the director.

#### **Fishburn Violin Shop**

9420 College Park Dr.  
The Woodlands, TX  
77384  
936.447.9061  
[www.fishburnviolin.com](http://www.fishburnviolin.com)

#### **Lisle Violin Shop - NW**

11550 Louetta Rd. Suite  
1400  
Houston, TX 77070  
346.236.6650  
[www.lisleviolinshop.com](http://www.lisleviolinshop.com)

#### **Music & Arts Center**

Portofino Shopping  
Center  
Shenandoah, TX 77385  
936.273.3602  
[www.musicarts.com](http://www.musicarts.com)

#### **The String & Horn Shop**

119 North Main Street  
Bryan, TX 77803  
800.613.9954  
[www.stringandhornshop.com](http://www.stringandhornshop.com)

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## ORCHESTRA ROOM CARE/ STUDENT CONDUCT

### Orchestra Room Care

The primary function of the orchestra room is to serve as a teaching space for on-campus curricular courses. Its condition and appearance must remain orderly and safe. The following guidelines will be strictly enforced to ensure the safety and care of the orchestra room.

- All stands, chairs, audio/visual components, computers, music folios, school instruments and other items used solely for the purpose of classroom instruction are to be treated properly.
- Only students enrolled in orchestra are allowed in the orchestra room. Friends are asked to wait outside while orchestra students retrieve instruments or conduct classroom business.
- Practice rooms are for musical practice only. Under no circumstances will students be allowed to congregate in practice rooms before or after school.

### Student Conduct

A high standard of conduct is expected from students at all times as members of the Knox Orchestra Program. The respect policies set forth in the Knox Student Handbook will be in effect at all times on and off campus.

Productive class rehearsals produce successful performances. Proper rehearsal etiquette and a disciplined working attitude are crucial for the success of any orchestra program.

- Food, drink and gum of any kind are PROHIBITED.
- Individual and/or group warm-up should begin **before** the tardy bell. A student not seated ready with supplies within one minute after the bell rings will earn a tardy.
- Talking while the director is rehearsing is considered **rude and inappropriate**. Students must raise their hands to ask questions.
- Disruptive behavior of any kind is unacceptable and will result in the student being removed from the classroom followed by appropriate teacher/parent consequence.
- Demonstration of correct instrument and body posture are expected.

Failure to follow these guidelines will result in teacher and/or administrative disciplinary action, and may cause a lowering of the student's grade.

## CURRICULAR / EXTRA-CURRICULAR ACTIVITIES

On-campus sponsored events are considered *curricular, or co-curricular*. Several *extra-curricular* competitions sponsored by the University Scholastic League (U.I.L.) and TMEA also occur throughout the year for all students to participate. These include Solo & Ensemble and All-Region Orchestra. Clinics taught by Houston area professional performers/educators are hired to prepare for these events. Students are *strongly encouraged* to avail themselves of these opportunities

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## GRADING POLICY

All orchestra policies regarding grades are aligned with CISD and KNOX guidelines. Grades are given as points and averaged from the following categories:

### **Daily Grades (20%)**

These primarily include student class participation and weekly composer/theory journals. Daily homework will be assigned for practice. Contents and condition of music binders will be checked periodically for a grade. Failure to practice is the primary reason for low grades in orchestra.

### **Quiz Grades (20%)**

Goal charts and sectionals count as quiz grades. Only Chamber and Symphony orchestras will have regular required sectionals. A schedule for sectionals will be given at the beginning of each grading period. Written quizzes related to music theory and music history will be included in this category.

### **Major Grades (60%)**

This category is primarily made up of the Orchestra Required Concerts and Events listed on the Orchestra Calendar as well as Playing Tests and the Semester Orchestra Project. Playing tests are given about every 3 weeks to assess individual practice, ensemble skills, and sight-reading in the contest orchestras.

A Performance is equivalent to a final exam, being the culmination of weeks of hard work and preparation. Performance at Orchestra Concerts is Required! Orchestra performances are the product of a team effort. Each student is important to the overall success and sound of the group. Students will receive points toward their performance grade in the following categories: Attendance and Participation, Proper Concert Attire, and general attitude and behavior both on and off stage.

If a student misses a concert and the director considers it excused, a written make-up assignment will be given. The Spring Concert and District Assessment are in preparation for the Knox Contest Orchestras success at UIL Concert and Sight Reading Contest in April. An absence will only be excused if a student is ill (certified by a parent and/or medical document), or if the concert falls on a religious holiday, and then a make-up assignment may be given. If a student has transportation issues, these can usually be resolved by early communication with the director so a solution can be found. Lack of transportation will not be considered an excused absence for any required event.

\*\*\*Please review the Knox Orchestra Events List located on Canvas for a quick review of all important dates for 2020-2021. Any additions or corrections will be given both verbally in class and will always be placed on the Orchestra Canvas.

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## ELIGIBILITY

Participation in all U.I.L. sponsored events, including any Orchestra Trip require a grade of 70 (1-100 scale) or above in all classes during the eligibility period of the scheduled event. Students in Pre A.P. courses may obtain a waiver to participate. Participation in all on-campus events is allowed regardless of grade status.

## CONCERT DRESS UNIFORM

Students of the orchestra will have either a black Orchestra dress or a black tux shirt and green tie issued to them for the duration of the school year. All Knox Orchestra tux shirts, dresses, and ties are the property of the Knox Orchestra Program and CISD. If any alterations are needed, they must not be permanent by cutting or removing any part of the article. For the duration of required social distancing and remote learning, all concert attire will consist of the informal concert attire.

**Formal Concert Wear**—worn at all formal performances: Fall, Winter, Spring, District Assessment, UIL, All-Region, Competitions, Special events or invitations, and for Orchestra Class Photos.

### Formal Wear

- Black Orchestra Dress, Black Socks or Hose, and Black Closed-Toe Dress Shoes
- or
- Black Tux Shirt, Black Dress Pants, Green Tie, Black dress socks, and Black Closed-Toe dress shoes.

Black dress pants **must** be black dress slacks. Black jeans or leggings are not appropriate for formal attire. If there is an issue acquiring the correct attire, please contact the director as soon as possible.

Tennis shoes, Toms, Converse, flip flops, sandals, or open toe shoes are not appropriate for dress shoes. If considering heels, please make sure your student can easily walk in the shoes. ALL students must wear either black socks or black hose with their concert attire to provide a uniform look. If there is an issue acquiring the correct attire, please contact the director as soon as possible.

**Informal Concert Wear**—worn during pep rally, String Fling, feeder school trips, and any field trip.

### Informal Wear

- Knox Orchestra T-Shirt
- Blue Jeans (No holes)
- Closed-toed shoes

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## PRIVATE LESSONS

The secret to success in music is practice. What and how to practice differs from student to students depending on their own abilities and limitations. While the school program has numerous musical benefits and positive aspects, individual attention is often limited due to the large number of students involved. All students are strongly encouraged to take private lessons, particularly if they have the desire and dedication to advance as a competitive performer. Many top ranked orchestra programs are successful, in part due to individual training through private lessons. Private instruction offers students the opportunity beyond the classroom experience to develop advanced right or left hand techniques such as vibrato, shifting, bowing, listening and music reading skills, and some assistance in preparing region auditions and solo & ensemble material.

A list of CISD approved private lesson instructors will be posted online and provided to students from the director. CISD cannot endorse any particular teacher; it can only provide contact information.

## TMEA ALL –REGION ORCHESTRA

TMEA All—Region takes place in February at Klein Forest HS. The school districts of Conroe, Klein, and Tomball Independent School Districts are members of our region. Students audition in January on MusicFirst for placement in one of two Junior High Orchestras: Symphony or Philharmonic. The selected audition etudes are available to students in mid-October. They are available from the director. The date for the All Region Orchestra Audition is listed in the Knox Performance Calendar. Before school practice classes will be scheduled for individual instruments at the beginning of school for interested students. Rehearsal Schedule can be found on the website.

## CISD JUNIOR HIGH SOLO & ENSEMBLE CONTEST

Solo & Ensemble contest is an opportunity for students to perform a solo or in a chamber music ensemble for a judge and receive a rating and medal. If students choose to play their solo at UIL JH solo contest, a piano accompaniment must be used and will require an additional fee to the pianist. These fees are paid by the student in early January and are set at \$30. All students are encouraged to participate in CISD JH solo & ensemble contest. UIL eligibility rules apply for this event.

## U.I.L CONCERT & SIGHT-READING CONTEST

In March, Knox Chamber, Symphony, and Philharmonic Orchestras will perform and compete at the U.I. L. Concert and Sight-Reading Contest. Those three orchestras will perform three selections each suitable for each ensemble's performing abilities. Music will be determined on the basis of ensemble size and instrumentation. All three orchestras have successfully achieved an award designation of Sweepstakes, achieving Superior Ratings on both Stage and Sight-reading. This contest expects the highest performance levels from every member of these orchestras. This is a required event that will occur during school hours.

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## FIELD TRIPS

At various points in the school year, different ensembles in the Orchestra program will take field trips to different areas and competitions. This includes, but is not limited to: Renaissance Festival, Elementary Schools, UIL Competition, and other competitions. Students attending an orchestra field trip must be eligible and must be in good disciplinary standing with Knox Junior High. Students who signed up for a field trip, but became ineligible or facing disciplinary action at the time of the trip (thus rendering them unable to attend) will not be refunded.

## ORCHESTRA ACTIVITY FEE AND FUNDRAISER

The Knox Orchestra Program has instituted an approved Course Activity Fee for all members of the Knox Orchestras. The Activity Fee is \$50. This will be a one time annual fee. It will cover the Orchestra binder, orchestra Method Book, orchestra T-Shirt, enrollment in MusicFirst, Maintenance of the formal uniform, region orchestra entry fee, clinicians, general orchestra supplies such as strings, music and overall support of the Orchestra program. It does not cover UIL JH Solo and Ensemble entry fee and the necessary piano accompanist fee or the orchestra field trips. There will be an orchestra fundraiser to help alleviate costs for spring trips.

## PRACTICE EXPECTATIONS

Students in the Knox Orchestra are expected to practice every day. You only improve where you spend time dedicated to improving, and skills that are ignored will only diminish. Rather than trying to practice a specific amount of time, set specific goals to accomplish during your practice sessions in order to achieve the most success in your practicing. The Knox Weekly Practice Report (as found on Canvas) will be turned in on Canvas each Tuesday and will include space to write your goals that you are trying to reach and your reflection on if you reached your goals and how/what you tried in order to achieve your goals.

*"If I don't practice one day, I know it; two days, the critics know it; three days, the public knows it." -Jascha Heifetz*

*"Practice until you can't play it wrong." -Dr. Kempter*

*"An orchestra is only as good as the members who don't practice" -Dr. Kempter*

*"We are what we repeatedly do. Excellence, therefore, is not an act but a habit." -Aristotle*

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## *How to Practice Specific Skills/Techniques*

### Skill Practice Activity Checkpoints

Posture: Violin/Viola	<i>Grow an inch Puppet Shoulders</i>	-Head to spine should make a straight line. -Instrument is supported by shoulder/collarbone ('shelf') Jawbone rests on chin rest; shoulders level. -Instrument generally parallel to floor. Nose-bridge-scroll in a straight line.
Posture: Cello	<i>Grow an inch Palms an' knees Bear Hug</i>	-Adjust endpin so C peg hides behind left ear. -Chest supports upper back of cello; knees lightly hold sides
Posture: Bass	<i>Grow an inch Puppet Shoulders</i>	-1st finger is at eye level; rim of bass resting left of player's belly button. Both feet support the bass: right foot floor, left foot by rung of stool. Instrument leans into center of body, resting on left thigh.
Bow Hold: Violin/Viola	<i>Finger/Pencil Bowing Flop Hand Balance Point Bows</i>	-Index finger-second knuckle joint on top of stick. Thumb forms oval across from 2nd finger. -Little finger on tip over the frog.
Bow Hold: Cello/Bass	<i>Shelving Finger/Pencil Bowing</i>	-All fingers naturally curved and draped over stick. Thumb curved, side of tip rests across from 2nd finger.
Shifting	<i>Find Harmonics One-Finger Scales One-Finger Melodies Tap and Slide Shuttle Shifts</i>	-Thumb always travels with hand. -Shifting finger travels lightly on the string during shift. -Bow stops briefly between shifting notes that are not slurred. Hand shape stays the same in lower position shifts.
Vibrato	<i>At the Bout/The Slide Helping band Vibrato Harmonics Vibrating to the Click Push Away An Itch</i>	-Hand Vibrato: generated by hand waving from wrist joint. -Arm Vibrato: generated by moving hand, wrist and arm as a unit. 1st knuckle of the vibrating finger always flexes. -Thumb may be free for cello and bass. -Motion is even.
Spiccato	<i>Balance Point Rub To the Frog Balance Point Bounce Multiple Bounces Trampoline Bounces</i>	-Brush, glance or touch stroke, do not 'hit' the string. Hand and fingers must be flexible. -Soft shoulder and balanced elbow.
String Crossing	<i>Bridge Rocking Rest Crossings Finger Tecton Totters Clockwise/Counter Metronome</i>	-Arm moves to the new string with flexible wrist/hand. -Faster string crossing: less arm motion and more wrist and hand.

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## ORCHESTRA HANDBOOK ACKNOWLEDGEMENT

Fill out the Handbook Agreement and return to Ms. Nichols by Wednesday, August 19, 2020. This is also available as a Quiz in Canvas. Thank you!

Student Name (Last, First) \_\_\_\_\_ Orchestra: \_\_\_\_\_

### Knox Junior High School Orchestra

#### ACKNOWLEDGEMENT OF ORCHESTRA HANDBOOK

I have received or accessed in Canvas a copy of the Knox Orchestra handbook for the school year 2020-2021. I agree that I have read the policies and procedures of the Knox Orchestra and that I understand that...

- **I am responsible for all of the information contained in this handbook.**
- All orchestra students are issued **grades** for participation in **required orchestra activities** (including before or after-school sectionals for Symphony and Chamber Orchestra members).
- Each student must maintain **eligibility** to participate in any extracurricular activity.
- A **grade** is given for all required **concerts** and **contests**.
- The student's parent/guardian must make **transportation arrangements** for the student for all required concerts and agrees to be **responsible for all fees** associated with required orchestra activities.

#### ACKNOWLEDGEMENT OF ORCHESTRA CALENDAR

I have received or accessed in Canvas a copy of the Knox Orchestra Calendar that outlines all major activities for the Knox Orchestra for the school year 2020-2021. I agree that I have read the policies and procedures of the Knox Orchestra Handbook concerning this calendar and that I understand that...

- Communication of absence must follow the above **guidelines** for the student to receive credit.
- **Non-school events** are not an excused conflict with the required concert dates.
- I need to communicate with Ms. Nichols about any conflict with a **school sponsored event** as soon as I am aware of the conflict- Ms. Nichols will work with the student to resolve it.

#### COMMUNICATION PERMISSION STATEMENT

I have listed below my current contact information. I agree to ensure my contact information has been updated with the school. I agree to have important orchestra notices sent to the addresses below.

---

Student Name

Student Email

---

Parent/Guardian Name

Parent/GuardianEmail

#### I AGREE TO THE 3 STATEMENTS ABOVE:

---

Student Name

Student Signature

Date

---

Parent/Guardian Name

Parent/Guardian Signature

Date

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