

Farmington High School Music Department



2019 – 2020
Handbook and Calendar

Hello and Welcome!

Whether you are a new student to FHS or have been in our classes in the past, we are excited to have you be a part of the FHS music program. Our program consists of four teachers, 19 classes, and over 550 students. By participating in the FHS music program, you are a member of a large community of students committed to excellence in the arts.

We think very highly of our students and truly consider them to be some of the very best at FHS. Knowing how amazing they can be, we hold the highest expectations for them. Our students are:

- Strong in character and leaders in their classes (both music and non-music)
- Positive in attitude and actions
- Patient collaborators and communicators with others
- Prepared for and resilient when completing difficult challenges
- Determined to achieve high levels of excellence

What you do in our classes applies to many other aspects of your education and life. In music, students learn about the importance of keeping commitments, thoughtful listening, expression, responsibility, and honesty.

In this handbook, you will find the music department policies and corresponding forms, as well as our calendar. None of these policies are different than what we have used in the past few years – we simply wanted to put them in one place for parents and students to understand them more completely. **Please return any forms that pertain to you by Wednesday, September 3rd, 2019. All students** must turn in the last page of this handbook, which recognizes that you have read and understand the important information in this packet.

We look forward to working with you. Here's to a great year!

Ms. Carrozza	Mrs. Imse	Mr. Ventres	Ms. Prouty
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Contact Information

Farmington High School main office: 860-673-2514
 Music Department Chair, Leslie Imse: 860-673-2514 x 6184

Music Department Faculty

Louise Carrozza – Choir, Guitar, and World Music	carrozzal@fpsct.org
Leslie Imse – Choir and AP Music Theory	imsel@fpsct.org
Jeffrey Ventres – Band	ventresj@fpsct.org
Shannon Prouty– Orchestra	proutys@fpsct.org

Email is always the fastest and easiest way to contact faculty.

Class Schedule and Instructors

Class	Teacher
Concert Band, period 1	Jeff Ventres
Symphonic Band H, periods 2 and 8	Jeff Ventres
Wind Ensemble H, period 7	Jeff Ventres
Jazz Band, Thursday nights from 7:00-8:15 pm	Jeff Ventres
Jazz Combo, TBD	Jeff Ventres
Concert Strings, period 1	Shannon Prouty
String Ensemble H, periods 2 & 4	Shannon Prouty
Symphonic Orchestra H, period 7	Shannon Prouty
Chamber Orchestra, Thursday nights from 7:00-8:15 pm	Shannon Prouty
Treble Choir, period 4	Louise Carrozza
Men’s Ensemble, period 8	Louise Carrozza
Women’s Ensemble H, period 6	Louise Carrozza
Chamber Singers H, period 6	Leslie Imse
Oriana Singers, Wednesday nights from 7:00-8:00 pm	Louise Carrozza
Madrigals, Wednesday nights from 7:00-8:00 pm	Leslie Imse
Composing and Arranging for Guitar, period 3, semester 1	Louise Carrozza
World Music, period 3, semester 2	Louise Carrozza
AP Music Theory, period 3	Leslie Imse
Performer to Podium Capstone, period 7	Louise Carrozza



President – Inez St. James
Vice President – Mike Scheidel
Secretary – Cathy Serkosky
Treasurer – Sharon Byrne
Volunteer Coordinator- Amy Hoffman

The Farmington High School Friends of Music (FOM) is an organization of individuals dedicated to promoting the welfare, interests, and activities of the Farmington High School Music Department.

The FOM provides:

- Information about music department activities
- Funding for artists in residence
- A forum to discuss matters of concern to the music department and participating individuals
- Scholarship funds for continuing education in music
- Volunteer ushers for all FHS concerts
- Parent chaperones for Farmington High School Music Department activities
- Funding to accomplish the missions of the organization by engaging in fundraising activities

Interested in joining FOM? A membership form is located at the back of the handbook, which your child can give to his/her music teacher.

Farmington High School Music Department **Grading Criteria 2019-2020**

In our classes, students will develop their creative capacity. They will use their competency in musical literacy to communicate with others through performing and responding to music.

Musically literate students will understand works from varied historical periods and cultures. Students will learn to appreciate the enduring quality and significance of these diverse forms of music. Students will collaboratively share their musical work with communities outside of school, enhancing the lives of others while establishing a pattern of lifelong learning.

Summative Assessments and Graded Interim Assessments

Each assessment is tied to one or more National Standards for Music Education. All of the 2014 National Core Art Standards for Music are addressed in our curriculum. Examples of assessments are: solo technique, sight-reading, small and large ensemble performance, musical critiques, composing/arranging, and music theory and academic vocabulary exams.

Music Performance Grade

Students will demonstrate attention to the task of proper technique and musicianship with individual responsibility in decision-making that actively supports the learning community. Music performance grades will reflect the student's proficiency in the following: posture, breath support, correct pitches, correct rhythms, articulations, bowings, and expression. Students may make up an excused absence by completing a practice assignment at the discretion of their teacher.

Concert Performances and Dress Rehearsals

The FHS Music Department concert schedule is distributed at the beginning of the school year. Included in this grade are all required festivals, dress rehearsals, and auditions for the course. Students must give their music teacher at least two weeks advanced notice prior to an excused absence, which must be approved by their teacher. Concert make-ups will be performance-oriented and will receive a maximum of 80% credit. Students involved in other school events are not excused from major concerts. Exceptions are made only for students who will be competing in state tournaments. Appropriate concert dress is essential to a performance and is a graded requirement for the course (refer to handbook for Uniform Rental Agreement).

Formative Assessments and Habits of Work

During the course of the year, students will complete classroom assignments, homework assignments, and other formative assessments. In addition, students are responsible for coming to class prepared with their music, binder or folder, pencil, and instrument in working order. Students are responsible for keeping these materials in good condition. Students are expected to demonstrate respect for peers, teachers, materials, and the facility at all times. Inability to follow these guidelines will be reflected in a student's music performance grade.

Community Service

Music students will have the opportunity to participate in a variety of community service projects. Examples of community service projects are performances for senior citizens, athletic events, younger Farmington students, and community organizations.

Farmington High School
Music Department Grading Practices: 2019-2020

	Assessment Type		
	Formative	Graded Interim	Common Summative
Grade	Checklist or points (0-10)	1 – 50	1 – 100
Retake/ Revision Policy	Not allowed	ONE retake can be earned <i>at the teacher's discretion</i>	<i>On Demand Skill-Based Assessments:</i> Retakes not allowed
Excused Absence on day of Assessment	Make-up at the teacher's discretion	Make-up within 3 school days	Make-up within 3 school days
Unexcused Absence on day of Assessment	Make-up at teacher's discretion	Make-up within 3 school days and retake privilege is forfeited	Make-up within 3 school days
Revised August 2016			

Uniform Dress Code for Performances

Performing Ensembles with Unsupplied Uniforms

Concert Orchestra, String Ensemble, Concert Band, Symphonic Band, or Wind Ensemble:

- All Musicians: Black shirt, black pants, black socks, black shoes (no skirts or dresses – see below)

Pants policy: In order maintain the professional quality of our concerts, the music department faculty requires that students wear traditional pants for performances. Leggings, jeggings, yoga/exercise pants, or any other non-traditional pant will not be accepted as appropriate performance attire. Additionally, students cannot wear skirts or dresses.

Performing Ensembles with Supplied Uniforms

Symphony Strings, Chamber Orchestra, Treble Choir, Men's Ensemble, Women's Ensemble, or Chamber Singers

- Uniform provided by the music department
- Tenors/Baritones/Basses: Full tuxedo suit will be supplied (shirt, jacket, pants, bowtie, and cummerbund), students must supply their own black socks and black dress shoes
- Sopranos/Altos: Floor-length black dress and a pearl necklace will be supplied. Students must supply their own black dress shoes.

Band Students participating in the Memorial Day Parade

- Uniform provided by the music department
- All Musicians: Marching band jacket, pants, hat, and shoes will be supplied

Students with supplied uniforms will need to complete and return the uniform rental agreement at the back of the handbook.

Orchestra Instrument Usage and Storage

Violinists and Violists

Violinists and violists must supply their own instrument, bow, rosin, and shoulder rest to use during class. Students must keep their instrument in their assigned location in the closets. All violins and violas must have a nametag.

Students will be required to use their own instrument, bow, rosin, and shoulder rest to use during rehearsals. Using or moving another student's instrument is unacceptable and will result in a loss of music performance grade points.

Violinists and violists will be responsible for maintaining the functionality of their instrument and supplies (i.e. they will not be provided with replacement strings and any major repairs must be taken to an instrument repair shop). When a violin or viola is out for repair, and proof is provided to the teacher, a student may borrow an FHS violin or viola until theirs is repaired.

Students may leave their instruments in the orchestra room. The orchestra room is locked by 4:00 p.m. each day. If a student wishes to pick up their instrument later, they must find a custodian. FHS is not liable for instruments in the room after 3 p.m. or over the weekends.

Cellists and Bassists

Cellos and basses will be provided for students to use during class. Any damage done to the instrument that is at fault of the student (i.e. dropping instrument, breaking bow) will be charged to the student's family.

Students will be required to use their own assigned instrument, bow, and rock stop during rehearsals. Using an instrument not assigned to you without permission is unacceptable and will result in a loss of music performance grade points. Students will be graded periodically on correctness of instrument storage.

If a student is given permission to use another instrument by the teacher, they are responsible for that instrument to the same degree that they are responsible for their assigned instrument.

Students will be responsible for reporting any damage they notice on the instrument (i.e. new string is needed, buzzing sound on the instrument). Students may not use a school cello or bass for any purpose other than FHS orchestra rehearsals or performances (i.e. for concerts, clubs, or orchestras outside of FHS).

Please sign and return the form entitled **Orchestra Instrument Usage and Storage Agreement** by **Wednesday, August 28th**.

Practice Room Policy

Practice rooms are provided for FHS Music students' use before, during, and after school on most days. Students may use the practice rooms to work on music-related activities only. They may practice their instruments/sing, finish up ensemble work, make up missed classes, or work in small groups. Students may only use a practice room when they do not have another scheduled class. Appropriate times to use a practice room include a study hall or lunch period, or before or after school. Students must get a pass from a music teacher to have permission to leave their study hall or lunch to go to the practice rooms.

Other policies:

- Students may not eat or drink anything besides water in the practice rooms.
- Students who are not music department members may not use the practice rooms.
- Students must obtain a pass from a music teacher who will be present at the time of practice. Students will then hand that teacher their pass, sign in to the practice rooms, and begin their work. Students must sign in to the practice rooms after giving the teacher their pass.
- Students may not work on homework or projects for other classes in the practice rooms.
- If a teacher needs to use the practice rooms for sectionals, students must leave the practice rooms and go back to their study hall or lunch.
- If students do not follow these rules, they will be asked to leave the practice rooms.

Music Folder/Binder Policy

If a student is provided a folder/binder by the music department, they are expected to keep their folder/binder neat and organized to facilitate the productivity of rehearsals. Students should also keep the following in mind:

- At the beginning of class, students must get their music – regardless if they are using a stand-partner's music. This is so they can have it accessible to them to mark their parts as necessary.
- At the end of class, students must put their binder/folder away in their assigned location in the music classroom.
- Students should keep a pencil in their folder/binder so they can mark their parts as necessary.
- If a student loses a folder/binder, they must supply themselves with a new one. They must also, then, ask for new copies of their music from their teacher.

Cell Phone Policy

Unless a teacher requests the use of cellphones as an educational tool, cellphones should be unused and unseen. First Violation: Verbal warning. Second Violation: Verbal warning and detention. Third Violation: Student receives an infraction (based on the PBIS framework) and will be handled by FHS administration.

Calendar of Events

Events that are in BOLD are graded events/performances.

Event dates and time are subject to change. Final details about events will be communicated via email closer to event dates.

Date	Event	Time, Place
September 14	Car Wash	9:00-3:00, FHS Parking Lot
September 24	Freshman Reception	2:30 pm, FHS room 180
October 25	Senior Citizen Café (Men's and Women's Ensemble)	4:00pm, FHS Cafeteria
October 29	TRI M Inductee Recital	6:30, FHS Auditorium
November 1-30	FHS Music Poinsettia Sale	
November 2	Northern Regional Music Festival Auditions (Required for all Honors Ensembles)	All Day, Avon HS
November 19	Men's Night Out (Men's Ensemble, Chamber Singers)	6:30pm, FHS
December 6 & 7	FHS Music Poinsettia Sale Pick-Up	12/6: 3:30-6, FHS Cafeteria 12/7: 9-12, FHS Cafeteria
December 9 & 10	Hallelujah Rehearsals	2:30-3:15, Auditorium
December 17 & 18	FHS Music Winter Concerts (Snow Date 12/19)	7:00, FHS Auditorium
January 17 & 18	Northern Regional Music Festival (Snow Date 25 & 26)	All Day, New Britain HS
February 1	CT All-State Auditions (Snow Date Feb 8)	All Day, North Haven HS
February 20	Broadway Dinner Rehearsal	7-8:30pm, FHS Cafeteria
February 21	Broadway Showcase Dinner	6:30pm, FHS Cafeteria
March 12-14	FHS Musical	FHS Auditorium
March 30 & 31	District-wide Band Festival	7:00, FHS
April 2-4	CT All-State Music Festival	9:00 am, CT Convention Center
April 8	Orchestra Concert	7:30pm, FHS Auditorium
April 28	Choir Concert	7:30 pm, FHS Auditorium
May 25	Marching Band- Memorial Day Parade	
May 27	FHS Music Award and Senior Banquet	6:00, FHS Cafeteria

Friends of Music Meetings: 7:00PM in room 171 at FHS

September 17, October 8, November 12, January 7, February 11, March 17, April 7, May 12

TRI M Meetings: 7:00AM in room 180 at FHS

September 18, October 23, November 20, December 4, January 29, February 12, March 30, April 22, May 20

Football Games: 6:00PM in room 180 at FHS

September 13, October 4, October 11, October 26, November 15

Uniform Rental Agreement

This form should only be completed by students in the following ensembles:

- Chamber Orchestra
- Symphonic Orchestra
- Treble Choir
- Men's Ensemble
- Women's Ensemble
- Chamber Choir

Please check off your agreement to the following uniform policies:

_____ I understand that I will be loaned performance attire for the school year, however I need to provide my own shoes.

_____ I understand that I must keep the garment neat and pressed for each performance throughout the year.

_____ I understand that if I do not return any or all parts of my uniform I will be charged for those items.

_____ I understand that when the uniform is returned at the end of the year, I will be charged for the price of the dry cleaning.

Print student name: _____

Student signature: _____

Parent signature: _____

Date: _____

Band Instrument Usage and Storage Agreement

Please find your appropriate checklist and initial next to each statement for your agreement to the band instrument usage and storage policies. **Return this form signed to Mr. Ventres by Wednesday, September 4th, 2019.**

Individually owned instruments:

I understand that I am required to provide my own instrument to use during rehearsals and concerts.

I understand that I need to put my instrument away in my assigned location at the end of rehearsal.

I understand that I may only use my own instrument, mouthpiece, reeds, mutes, etc., during rehearsals. I may not use another students' instrument or accessories.

I understand that I am responsible for maintaining the functionality of my instrument and supplies (i.e. if Mr. Ventres checks your instrument and is unable to fix it, the instrument must be taken to a repair shop).

School owned instruments:

I understand that FHS will provide me with an instrument and mouthpiece.

I understand that I will be charged for any damage done to the instrument while I am using it (i.e. drops instrument).

I understand that I am required to use my assigned instrument during rehearsals. I may not use another students' instrument.

I understand that I must put the instrument away properly at the end of rehearsals.

I understand that I am responsible for reporting any damage that may occur to the instrument.

I understand that I may not use a school instrument for any purpose other than FHS band rehearsals (i.e. for concerts, clubs, talent show, or bands outside of FHS).

Print student name: _____

Student signature: _____

Parent signature: _____

Date: _____

Music Department Handbook Return Form

Please sign this form and return it to your ensemble director no later than Wednesday, September 4th, 2019.

“We have read the handbook and calendar and understand and accept both the rehearsal and concert responsibilities, as well as the policies put forth by the Farmington High School music department.”

Print student name: _____

Student signature: _____

Parent signature: _____

Date: _____

