Course Description
The Music Department at Vista del Lago High School is designed to provide opportunities for students to sing and/or play an instrument in a group setting. This program strives to lead the student to acquire the musical skills needed for successful performance in the class and in public, which in turn is designed to help the student acquire beneficial habits for later in life. We strive to offer students a true musical experience - one that sends them down the path of becoming a better student, a stronger leader, a more confident decision maker, and an overall well rounded individual. Through music education at Vista del Lago, students will learn the following: discipline, teamwork, independence, leadership, focus, responsibility, dignity, insight, cultural awareness, and most importantly a better understanding of our human nature.

As a music teacher at Vista del Lago, it is Mrs. Carlson’s goal to help all musicians to be the best they can be and to be lifelong lovers of music. Being a part of a positive musical experience is a high priority at our high school. Although the classes are “performance-based,” all classes will have a strong music appreciation element as well. There will be units on topics such as: listening, history, theory, composition, recording/technology, conducting, and small ensemble work.

Course Expectations and Standards

1. **Arrive** in the classroom on time with materials needed. Prompt attendance to class is extremely important, as class begins when the bell rings. Music classes do take some time to set up. I expect all students to be ready for instruction/rehearsal no later than **5 minutes after the tardy bell**.

2. **Participate** in rehearsals and all classroom activities and assignments. Each rehearsal will be graded. Rehearsal grading will be inputted into the gradebook every two weeks.

3. **Attend** all concerts and school performances. You are an important part of the group! You will be representing your school, your class, your teacher, the community, your family, and yourself.

4. **Follow Directions**. Follow all classroom/school rules and instructions from the teacher. I will always have all daily instructions posted. You will also become familiar with the routine and know what to expect.

5. **Complete** assignments on time as given; both written and playing.

6. **Practice** your music. Really get to know the music that we will be exploring and own it! Have fun with it! Make it an important part of your life and daily routine.

7. **Be responsible**. Keep all music, handouts, a pencil, etc. and have them available for class. You are required to have your instrument and YOUR organized music binder/folder each day. This will be a part of your grade.
Class Rules: Please contribute to a positive classroom environment.
- While instructions are being given, please do not talk or play. Cooperate and listen. Listen to others when they “have the floor” and raise your hand.
- Remain seated. Please do not roam around during class time.
- NO leaving the room before the bell rings or leaving the room during class without permission.
- Put your instrument away at the end of class. If using a music locker, use your combo lock.
- Daily or excessive restroom breaks will result in detention unless you have verified medical permission.
- Practice rooms are for practice only.
- No food, drinks, or gum. Water is fine.
- NO ELECTRONIC DEVICES DURING REHEARSAL. You will receive a lower daily assessment grade if you are using your phone, headphones, MP3 player, video games, etc. instead of rehearsing.
- You may not do homework or work for other classes during rehearsal.
- You are a member of our music department family! You are not expected to “like” everyone, but you must show them kindness and respect. There is a zero tolerance policy for bullying.
- Be respectful and careful with instruments, the music, the classroom, and all other materials.
- If there are any concerns or problems- please bring them to Mrs. Carlson’s attention. She will help out the best she can!

Consequences in regards to above rules:
1. Verbal warnings/Detention w/ parental notification  
2. Removal from class w/ parental notification) 
3. Administrative/Counseling dept. intervention and meet w/parents  
4. Removal from music department

Homework/Practicing
In order for one to become a successful music student one must put some time into practicing on his or her own. When practicing, one should apply what they have learned in class. It is wise to devote at least 15 minutes everyday to growing musically. I do understand and respect the “busy life” that many of our students and their families face today. I hope that some time spent out of class will go into their music.

As a music teacher and musician, I can identify the ones who spend that extra time on their music. The “practicing musician” improves dramatically, and accomplishes in-class challenges easily. These students are usually the ones who move the entire group into successful musicianship as a whole. Written homework assignments should be completed before class and submitted on time. See below for the make-up policy.

Concert Attendance, Absences, and Make-ups
Music students are required to attend occasional after school and Saturday concerts and any other functions that arise throughout the year. I will give plenty of notice and will communicate through fliers sent home as well as on my webpage, and campus calendars, etc. Remember, the success of our Band depends on ALL members attending every performance! Keep in mind that Band is curricular (on your transcript), and not extracurricular.

Students who miss a required concert or event will receive a “zero” for that portion of their grade unless the absence is excused by Mrs. Carlson PRIOR to the event. Only students with excused absences will have the opportunity to complete a make-up assignment. Notifying Mrs. Carlson alone will not guarantee that the absence will be excused as they will be dealt with on a case-by-case basis.

Examples of excused absences (student would be eligible for a make-up assignment):
- Illness or urgent medical reasons (doctor’s note required)
- A family emergency that would realistically prevent you from attending (parent/guardian verification required)
- A major religious/cultural event, holiday, or reason (parent/guardian verification required)

Examples of unexcused absences (student would receive a “zero”):
- Athletic practices or games, meets, etc. Occasionally exceptions are made at Mrs. Carlson’s discretion.
- Non-urgent appointments that could have easily been planned around our concert calendar.
- Part time jobs, having to work (please give your concert dates to your employer ASAP).
- Had a lot of homework, needed to study for a test, just didn’t feel like going, etc.
- If Mrs. Carlson finds out you lied about why you missed a concert you will receive an automatic “0.”
Dress Code for Music Events

For every music department event, students will be advised on the proper attire. Please use the below guidelines to locate or purchase clothing for concerts as soon as possible so that they will be ready when the time comes to perform. All outfits must follow Vista’s school dress code. See the student handbook for details about what is appropriate. On music department trips students must adhere to the school dress code at all times. If you need financial assistance obtaining concert clothes, please let Mrs. Carlson know at least one week before the concert and clothing will be provided.

Concerts and Festivals

Dress code for all concerts and festivals will be “concert black.” Concert black means solid black clothing that is professional looking and does not draw attention to yourself.

Examples of concert black clothing:

- **Tops:** Solid black button down dress shirts (must be tucked in) or a dressy, modest black blouse. Tops must have either short or long sleeves and may not be sleeveless or strappy (a solid black sweater or shrug would be appropriate to cover a strappy or sleeveless top). Necklines should not be plunging or revealing.
- **Bottoms:** Solid black slacks (dress pants) or a LONG black skirt. Skirt hems should be to the ankles or floor. No shorts, jeans, leggings, or yoga/athletic pants.
- **Dresses:** If you choose to wear a dress it must follow the guidelines listed above for “Tops” and “Bottoms.” Dresses must have sleeves (short or long but NOT sleeveless or strappy) and hems should be ankle or floor length.
- **Shoes:** Black dress shoes are required. They may be closed toe, open toe, heels or flats as long as they look professional and you can move equipment safely in them. No flip-flops or sneakers! Black socks and hosiery are required (tights, stockings, etc.).
- **Approved Optional Accessories:** Solid black ties, bow ties, black vests. Jewelry is allowed but should be minimal and hair/make-up should not draw unnecessary attention to you. Hats are not allowed unless they are for medical or religious/cultural purposes.

Casual Events

For casual performances we will wear the following:

- **Tops:** Concert Band T-Shirt OR a blue Vista music/class/team shirt OR any school appropriate solid navy blue shirt.
- **Bottoms:** Casual pants (jeans, khakis, cords, etc.) in a neutral color (blue, black, tan, brown, etc.). Jeans are great as long as there are no rips or holes.
- **Shoes:** Casual shoes. Keep in mind that you may be asked to help with moving equipment.

Materials Needed: (See Mrs. Carlson if you need help obtaining any of these items)

- Having your own instrument is ideal. See the section on “Instrument Rentals” for more information.
- Small binder or folder for sheet music and a pencil. Clear plastic sleeves are highly recommended.
- Electric Tuner, extra reeds (2-3 at all times), percussionists should provide their own drumsticks.
- Concert clothing that meets the guidelines in this packet.
- Combination lock for locker. Note that due to limited space available, many students will share lockers.

Fundraising:

There is no fee to participate in the music performance ensembles at Vista del Lago High School, however students may be asked to participate in ONE group fundraiser this year so that we are able to afford the expenses of running our music program. Please make every effort to do your fair share of the fundraising work so that we can continue to offer the experiences and traditions that make our program special. We can also accept donations if you would like to donate cash or checks made out to the Vista Music Boosters!

Vista School Website: Mrs. Carlson’s webpage will include the following: Course expectations, links to pertinent websites, contact information, private teacher directory, and an instructional calendar outlining assignments, projects, and all events.
Classroom Policies

Cell Phones and Other Technology

Cell phones, mp3 players, headphones, etc. are not appropriate during class. Using these items during the class are viewed as an action of disrespect during the rehearsal process. If these items are out during the class time you will lose points on your daily assessment grade, and could receive a detention. After your second offence you may be asked to put your phone in a calculator holder at the beginning of class to reduce distraction.

There is no “warning” for first time technology offenders – this is a serious rule that must be followed everyday, every rehearsal. Consider what would happen if you had your phone out during a professional rehearsal. If you are focused on your cell phone or have your headphones on, you are not participating 100% in what is happening in class. Mrs. Carlson knows how to spot those who are hiding their phone behind their music stand, musical instrument, under their leg, or from inside their purse or backpack. Rehearsal is a time for you to escape the outside world for an hour each day…put your electronics away and live in the moment!

In addition, students may not use music department computers and printers without special permission. Students should never use music room printers to print out homework or assignments for other classes.

Cheating, Dishonesty, and Theft

The Vista del Lago Academic Dishonesty Policy will be strictly enforced. Honest behavior is expected from all students. Any unauthorized collaboration, plagiarism, forgery, theft, or other dishonest behavior will result in disciplinary action. The consequences followed can be found in the Student Handbook. You are a FAMILY…Concert Band is MORE than just a class. We strive for an atmosphere of trust…do your part to contribute to that goal.

Tardy Policy

The Vista Tardy Policy will be enforced. You will need to get a late pass from the office if you come in after the bell rings. Be in the classroom each day when the bell rings so that rehearsal can start on time. You should be in your seat with your instrument out no more than five minutes after the bell rings.

Class Procedures

Each day you are expected to arrive by the time the bell rings and immediately set up your own chair, stand, and instrument. Rehearsal will start promptly 5 minutes after the bell rings. While socializing is important for the culture of our ensemble, talking to your friends shouldn’t delay the beginning of rehearsal. When the bell rings you must be seated and ready for announcements. After announcements you will have a few minutes of practice time while roll is taken.

Please make every effort to use the restroom before or at the end of rehearsal, or wait for the break at the midpoint of rehearsal. Try not to interrupt the rehearsal process unless it is absolutely necessary.

At the end of class you must put away your own chair, stand, and instrument before you can leave. Do not leave your equipment out because our classroom is used by many large classes throughout the day. Never leave the classroom before the bell rings – not even a few seconds early. If you leave early you will count as “cutting class” which will result in Saturday School.

Instrument Rentals

Vista del Lago High School has a limited number of instruments available to rent. Students who wish to use a school instrument will be required to fill out an “Instrument Check-Out Form” which will need to be signed by the student and their parent/guardian. Students and parents/guardians will be financially responsible for lost or damaged (beyond normal wear and tear) instruments. Every effort will be made to provide students with the instrument that they request, however due to our limited inventory and the instrumentation needs of our ensemble, students may be asked to learn a new instrument (we are unable to purchase new instruments to accommodate school instrument requests).

We do not have enough instruments for students to have an “at school” instrument so they can keep their personal instrument at home. Priority will always be given to students who do not own their own instrument, first come-first serve. Lockers are provided for students to keep their instrument in. Instruments should never be left outside of a locker and lockers should be kept locked at all times. Students are required to share their combination or an extra key with Mrs. Carlson. Failure to do so may result in your lock being cut off (not repairable or refundable).
**Vista Music Boosters**

A great way to contribute to our music department is to encourage your parents to be a Music Booster! The Vista Music Boosters are a non-profit organization that raises money and supports the Concert Band, Pep Band, Concert Choir, Guitar Program, Contemporary Music Ensemble, and Drumline. We can’t do everything that we do without their help! Booster meetings are on the second Thursday of every month at 7:00 PM in room G101. If your parents cannot attend meetings but would like to be in the loop, they can email me to request to be put on the booster mailing list.

**Contact Information**

Ms. Elicia Carlson (previously Spencer)  
Music Director – Band, Choir, and Orchestra  
Email: ecarlson@fcusd.org or eliciacarlson@gmail.com  
School Voicemail: 916-294-2410 X410317

**Tentative Schedule of Concert Band Events**

**AUGUST:**
- Thursday, August 15th to Friday, August 16th: chair and section placement auditions during class.  
- Thursday, August 15th: Drumline informational meeting after school (for those who are interested).

**SEPTEMBER:**
- **Thursday, September 5th:** Band Outing - Folsom Lake Symphony FREE concert in Town Center, El Dorado Hills at 7:00 PM. Arrive early to find a good place to sit (first come, first serve). This is NOT a mandatory event, but highly recommended for students and their families!

**OCTOBER:**
- Tuesday, October 8th: **Fall Concert** in the multipurpose room. This is a mandatory, graded performance. Students are expected to arrive by 6:00 PM and be in G101 by 6:15 for warm-ups. Student dress attire is Concert Black.  
- Friday, October 18th: A special guest artist is scheduled to be performing for our band, brought to us by the Folsom Lake Symphony! Stay tuned for details...

**NOVEMBER:**
- **Saturday November 9th:** Band Field Trip to San Jose to see the Silicon Valley Symphony perform the soundtrack to Harry Potter and the Half Blood Prince (with the movie being projected over the orchestra)! This is a OPTIONAL, non-graded event. A limited number of tickets are available. More information will be available soon on how to reserve your spot!  
- TBA: American River College Honor Band. Up to 10 of our top musicians will be nominated attend. Participants will be selected based upon music director nomination and instrumentation needs of the Honor Band.

**DECEMBER:**
- Wednesday, December 11th 7:00 PM: **Winter Concert** in the Black Box Theater. This is a mandatory, graded performance. Students are expected to arrive by 6:00 PM and be in G101 by 6:15 for tuning and warm-ups.  
- TBA: Potential community gig - details coming soon!

**PEP BAND:**

Pep Band is the way that we keep playing together after Term 1 has ended! We will practice the music (rock and pop songs) as part of our warm-ups during Term 1, and then perform them at 6-8 basketball games during the beginning of Term 2. Games start at 7:00 PM and are usually over by 9:00 PM depending on the length of the game. Pep band is an important way to keep our “chops” in shape AND it helps to create an exciting, school spirited environment at these well attended events. Students are allowed to bring homework, cell phones, and laptops to the games as there is some downtime between songs. The Pep Band games schedule will be handed out during Term 1 once the basketball schedule
is complete. Pep Band is an extracurricular activity that is something else to add to your college resumes!
Music Department Grading Policy

GRADING PHILOSOPHY: In a balanced assessment system, both Formative and Summative assessments are essential as tools for gathering and reporting student achievement. See below for definitions of both types of assessments as well as how each category will be weighted in the gradebook. The entire music department uses a 6 point grade scale to report meaningful information on student achievement. The grading rubric that most assignments will be based upon will be passed out in class and posted on my website. I will also use a rehearsal scoresheet to grade daily rehearsals (grades posted every 2 weeks). This scoresheet will be shared with students during the first week of class.

Formative Assessments

● Formative assessments: used for practice - skill development - guiding instruction
● Will make up no more than 30% of a student’s final grade and will include any graded learning assessments used as a diagnostic assessment of student’s learning.
  ○ Examples: Daily rehearsal assessment, "Checks For Understanding,” daily demonstration of skills, etc.

Summative Assessments

● Summative assessments: used as a final measure of student learning at the end of a unit or period of instruction.
● Will make up no less than 70% of a student’s grade. These assessments are end of unit measures and major performance tasks. Summative assessments occur AFTER a student has had sufficient instruction and practice and is prepared to demonstrate mastery.
  ○ Examples: Concerts, performances, and Festivals, Written Performance Reflections, Final Project Performances, Tests, Midterms, Finals, etc.

CITIZENSHIP

Citizenship is reported separately from academic grades. Course citizenship includes both work habits and attitude/behavior. Good citizenship is vital to a positive, productive school environment. Because of this, students who receive two or more unsatisfactory citizenship marks on a grade report may not be allowed to participate in extracurricular activities including athletics, dances, rallies, nonacademic music and theater performances, and club activities. Please note that excessive lates, tardies, and absences will result in lowered citizenship marks.

FINAL EXAM

Final examinations are mandatory at Vista del Lago High School and will not be scheduled early for any reason. Students who miss their final exams will be issued a grade of Incomplete for the semester. Students are required to make-up missed final exams during the first 2 weeks of the following semester in order to replace the I or Incomplete with a letter grade. It is the student’s responsibility to contact the teacher to arrange a make-up appointment. Failure to do so will result in a failing semester grade or of a grade calculated without final exam included.

Please read this handbook and return a signed copy of the last page by Friday of the first week of class.

“We have read and understand the 2019-2020 Vista del Lago Concert Band Handbook and agree to all of the course policies listed within.”

Student Name (print) _____________________________ Grade: 9 / 10 / 11 / 12

Student Signature ______________________________ Date: ______________

Parent Signature ______________________________ Date: ______________

PARENT Email __________________________________________