

CHINESE CHRISTIAN SCHOOLS
AFTER-SCHOOL ORCHESTRA



Orchestra Handbook
2011-2012

Ms. Wendy Cilman
wendycilmanhowe@gmail.com

Mrs. Christine Yip
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Membership Handbook

2011-2012

Student Name: _____

Congratulations! It is our pleasure to welcome you as a member of the Chinese Christian Schools After-school Orchestra. Welcome back to a new school year! We have an exciting year planned for you and we are looking forward to getting to know all of you.

Your commitment as a part of the Orchestra program makes you an automatic member of an extremely unique and talented musical team. This is a team that works together, achieves together, plays together and supports each other's talents. There are certain expectations and requirements that each member is expected to follow and observe in order to contribute to a successful orchestra. It is important that we understand and are in agreement of our membership role in the orchestra.

This handbook is designed to provide you and your parents with an understanding of all aspects of the orchestra program. Please keep your orchestra handbook in a convenient place so you may refer to it throughout the school year. You are expected to read the handbook over with your parents and, upon signing the agreement, you will be acknowledging your commitment to the team, your understanding of being in the orchestra, and that you are as ready and excited as we are to work towards a fantastic musical year!

OBTAINING AN INSTRUMENT:

Each student must provide his/her own string instrument and accessories. Purchasing an instrument from the internet is **not** recommended at all. Please read the information regarding instrument rentals which is printed on pages 6-7. It is important that you obtain an instrument for your children as soon as possible in order that lessons can begin. The first scheduled lesson will be in the **week of August 29, 2011.**

REHEARSAL DATES:

- ♪ Intermediate Strings for 2nd & 3rd grade meet after school in San Leandro campus room 10 from 3:15pm to 4:15pm on Tuesdays and **Fridays.**
- ♪ Advanced Strings for 4th grade and up meet after school in San Leandro campus room 10 from 4:15pm to 5:15pm on **Fridays.**

PERFORMANCE DATES: (Dates and Time are tentative)

- 1) Friday, December 9, 2010 at 7:30-9:00 PM Call time: 6pm
- 2) Friday, May 18, 2012 at 7:30-9:00 PM Call time: 6pm

Dress rehearsals are to be determined. All students will be expected to attend both concerts.

CONCERT ATTIRE:

- ♪ **Gentlemen:** White collared shirt with red tie/bow tie, black dress pants, black socks, black dress shoes.
- ♪ **Ladies:** White dress top, black dress pants or long skirt, black stockings/socks, black dress shoes.

Changes are highlighted in yellow.

REHEARSAL EXPECTATIONS:

1. Your attendance and enthusiastic participation is required in the orchestra.
2. All absences must be informed to Ms. Cilman or Mrs. Yip in advance. Any unexcused absences may lead to dismissal from the orchestra.
3. Arrive on time for rehearsals- you must be in your seat and ready to play when individual warm ups stop.
4. All warm-up playing and talking will stop upon the cue signal from the director.
5. Use the bathroom **BEFORE** coming to the room for rehearsal. Once a rehearsal has begun, it is important to avoid any unnecessary interruptions.
6. **Use proper playing posture!** – How you sit greatly affects your playing.
7. Come to practice prepared with adequate supplies. (see the material checklist on page 4)
8. Play only **your** instrument.
9. Gum chewing, candy, food or beverages are **not** permitted during rehearsals.
10. Treat instruments and classroom equipment with care. Respect all members of the orchestra community by listening and participating.
11. Clean up after rehearsals: instruments properly stored & music stands and chairs put away.
12. **Please wait for instruction from the director before packing up instruments and music.**
13. Maintain attention to verbal directions and conducting cues.
14. **Unnecessary talking or playing will not be tolerated.** Show consideration by not talking or playing your instrument when the director must work with other instrument sections. Instruments and voices will be silent during all announcements.
15. **Silence** is an essential element in music. Without it, music cannot have the focus, precision, or emotion that gives it beauty and meaning. In order to create the ultimate conditions for musical success, each piece must begin and end with **silence**.
16. Homework and school work should not be done at any time during a rehearsal. Full attention should be directed to the music and the events in the rehearsal.
17. Be a positive contributor to the team. It is expected that you will behave like young musicians, showing and demonstrating proper respect to your fellow Orchestra Members and Teacher at all times.
18. If you do not understand something, raise your hand and ask about it.
19. There will be scheduled playing tests from time to time, practice and be prepared.
20. Have fun, enjoy, and do your best to contribute to the orchestra.

MUSIC:

You will be given a string book and music sheets to practice. **It is required that your name be on all your music and music books.** You are responsible for your own music book, if you misplace it, you will need to pay \$10 for a new one.

MATERIALS CHECK LIST:

Please obtain/purchase the following items before the first scheduled lesson in **the week of August 29, 2011.**

- 1) Instrument with labeled case and bow (be sure you have the correct size measured from the music stores)
- 2) A shoulder rest for violins and violas
- 3) A rock stop, labeled with the students name, for cellos (sometimes this is included with the instrument)
- 4) A pencil – BRING TO EVERY CLASS!
- 5) A soft cloth to keep the instrument clean
- 6) One block of rosin
- 7) A folding metal music stand (for practice at home only, no need to bring to school)

The following item is **strongly recommended** for intermediate/advanced strings members:

- 8) A metronome (either traditional or digital)

All of the above items can be purchased at any of the local music stores.

SELF PRACTICE:

Students enrolling in orchestra must understand that they are making a commitment to daily practice at home. Good practice habits and a positive attitude have a great effect on the success students will achieve through this class. Beginning students are required to practice for 10-15 minutes, 5 times a week. And intermediate/advanced students are required to practice for a **minimum** 30 minutes, 5 times a week.

PRIVATE LESSONS:

Private lessons are strongly recommended but not required for all members in the orchestras. Contact the music stores below (on page 7) if you are interested. And if you have further questions, feel free to contact me at school.

VOLUNTEERING:

If either parent or guardian would like to volunteer during orchestra, please notify me via email provided below. Please let me know if you play an instrument and are willing to hold sectionals when needed. Parents that would like to volunteer but do not have musical experience are still welcome to assist, as instruction will be provided to assist you.

FOR FURTHER INFORMATION:

Please contact Ms. Wendy Cilman at wendycilmanhowe@gmail.com and Mrs. Christine Yip at christineyip@ccs-rams.org, or in San Leandro campus room 10, or call (510)351-4957, ext. 4501.

Parents are urged to consult the teacher any time a question or problem arises. The earlier a positive working relationship is reached between child, parents and teacher, the greater the student's success will be.

Instrumental Rental Information

It is strongly recommended that you rent, not buy, an instrument if this is your first time playing the instrument you have chosen. Renting first is a better option as you may apply your rental payments toward purchase of any instrument later on in some music stores. Music stores usually require persons renting instruments to have two major credit cards (VISA, MasterCard, American Express or Discover). Rental plans are usually either lease or month-to-month.

Example: LEASE

Pay one payment of \$135.00 for the school year (9 mos.)

$$\$135.00 \div 9 = \$15.00/\text{mo.}$$

Example: MONTH-TO-MONTH

Pay minimum rental of 3 months, then pay monthly rental for as long as you need to use the instrument!

$$\$20.00/\text{mo. rental} \times 3 \text{ months minimum rental} = \$60.00$$

At the end of three months, make regular \$20.00 payments each month as long as you need the instrument. As long as you are making payments, you don't have to return the instrument!

Example: DEPOSIT

If no credit cards, ask if store will take a deposit.

Pay minimum rental of 3 months + deposit (\$50.00-\$200.00)

$$\$20.00/\text{mo. rental} \times 3 \text{ months minimum rental} = \$60.00 + \text{deposit}$$

At the end of three months, make regular \$20.00 payments each month as long as you need the instrument. As long as you are making payments, you don't have to return the instrument! When you return the instrument in good condition with all rental payments made on time, you get your deposit back.

If you don't want to rent and decide to buy, please see Mrs. Yip. Let me know what you plan to buy and I will let you know if is a good make and model of instrument.

Other sources of instruments: friends or relatives. Please be sure that the borrowed instrument is in good working order.

Music Instrument Rentals, Repairs and Sales

EL CERRITO

- ♪ Ifshin Violins-Rentals
6420 Fairmount Ave., El Cerrito (510) 843-5466
<http://www.ifshinviolins.com/>

SAN LEANDRO

- ♪ Music Unlimited
14417 E. 14th St., San Leandro (510) 357-4880

HAYWARD

- ♪ Hayward Music Center
24249 Hesperian Blvd., Hayward (510) 264-9669
<http://www.haywardmusiccenter.com/>

FREMONT

- ♪ Allegro Music
3115 Walnut Ave., Fremont (510) 793-3500
<http://www.allegromusic.net/>
- ♪ C & L Music Inc.
1566 Washington Blvd, Fremont (510) 252-9768
<http://www.calmusicinc.com/>

OAKLAND

- ♪ A & G Music Products Co.
564 14th St., Oakland 1-(800)-727-3822
<http://www.agmusic.com/>
- ♪ Best Music Company
1716 Broadway, Oakland (510) 832-2024
<http://www.bestmusicco.com/>

SOUTH BAY AREA

- ♪ Kamimoto String Instruments
609 N 4th St., San Jose (408) 298-8168
<http://www.kamimotostrings.com/>
- ♪ Scott Cao Violins
1860 Winchester Blvd., Campbell (408) 378-3665
<http://www.scottcaoviols.com/>
- ♪ World Of Music
20015 Stevens Creek Blvd., Cupertino (408) 252-8264

Acknowledgement of Policies and Information

Please return to Mrs. Christine Yip by the **September 9, 2011**.

I have read and understand the information in the 2011-12 Orchestra Handbook. I acknowledge the policies and understand my responsibilities as an orchestra member. I will perform each rehearsal with my best effort and work together with the other members of the team to contribute to making great music.

Student Name (Please Print)

Date

Student Signature

Grade

As the parents we have read and understand the handbook and will help my son/daughter with his/her responsibilities as an orchestra member.

Parent Name (Please Print)

Date

Parent Signature

(_____) _____
Phone number

Email address