

CHARLOTTESVILLE SYMPHONY

AT THE UNIVERSITY OF VIRGINIA

To: Central Virginia Public and Private School Music Teachers and Principals
Home School Group Coordinators
From: Elizabeth Roberts, Director of Youth Education for the Charlottesville Symphony Society
Date: December 13, 2021
Re: Musicians available for 2021-2022 school year *Preludes* In-Person and Virtual Events

The professional members of the Charlottesville Symphony are ready to present this year's *Preludes* programs throughout the region. In order to keep students, faculty and symphony musicians safe, we will offer a mixture of in-person and virtual events for the 2021-2022 season. We are pleased to offer the following types of virtual programs for your students:

- Instrument demonstrations
- Programs that introduce basic musical concepts
- Music programs tied to other subject areas, such as literature or science
- Master classes to cover specific performing techniques and reed making
- Coaching sessions to help your students prepare for solo and ensemble festivals

Both in-person and virtual events are intended as interactive presentations that suit the needs of individual music teachers, not as concert-like performances. The types of programs listed above are suggested as guidelines, but we are not limited to them. If you'd like us to offer a specific program for your students, please let us know and we'll do our best to meet your needs. You know your students and the type of experience that would be best for them.

How do you request a *Preludes* visit?

Complete the "Make a Reservation" form and return it via email to:
Elizabeth Roberts, Director of Youth Education, Charlottesville Symphony Society
education@cvcvillesymphony.org

Purpose of the *Preludes* visits

Elementary Schools - Our goal is to assist school districts' recruitment efforts for their band and orchestra programs through instrument demonstrations that acquaint your students with instruments from each orchestra family.

Middle and High Schools - Our goal is to assist you in teaching your students by providing extra attention to the section (or sections) that you feel would benefit from our help.

Who will offer *Preludes* visits for your school?

Our *Preludes* programs are offered by professional musicians who are either principal players in the Charlottesville Symphony, or who are members of the Charlottesville community. Sometimes two musicians will present a program together so that your students can compare and contrast instruments from different families.

How do you request that certain topics are covered during a *Preludes* visit?

We are happy to work with you to develop a program that will help achieve the goals you have established for your students, including Virginia State Standards of Learning. When you make your

request for a Virtual Event, simply tell us specifically what you would like us to cover. If you want us to cover SOLs, please list the description of the SOL, not just the number.

When are the musicians available to offer Preludes programs for your school?

Musicians are available to offer Preludes programs at your school between January and April. Requests for other times of year will be met if possible. Because most of the musicians who come to your school are active teachers and performers, each has a busy schedule that is individual to that person. However, many of our musicians are flexible and will do their best to offer a Preludes program for your students at the time and date you wish. We all believe the connections we make with you and your students are very valuable both for your students' growth and for the future of classical music, so we will do our best to accommodate your request.

How many Preludes visits can we make to your school?

Elementary Schools

We offer each public and private school in Central Virginia two Preludes visits per academic year. There is no charge to your school for our first two events, but we do ask that you fund any additional events.

Middle Schools & High Schools

We offer two Preludes visits per program (two for band, two for orchestra) to each public and private school in Central Virginia. There is no charge to your school for these events, but we do ask that you fund any additional events.

Home School Groups

We are pleased to offer one free Preludes visit for each home school group of at least 20 students.

What constitutes an In-person Visit?

An In-person visit is one musician working with your students for up to two consecutive hours. Two musicians visiting either together or separately are considered two visits.

What constitutes a Virtual Visit?

A virtual visit is one musician working with your students for up to two hours. Two musicians offering a virtual event together or separately are considered two virtual events. Virtual programs may be broken into one-hour segments (but no smaller). Therefore, two hours of virtual programs will count as one Preludes visit. The two hours do not have to be consecutive. Both halves of a visit must be presented by the same musician and be used at the same school.

Extra Visit Fees

All school systems and home school groups may schedule additional visits at the rate of \$130 per visit.

The Symphony Website

Information about our programs can be found at: www.cvillesymphony.org
Click on "Education & Community." Then click on "Preludes Program."

24-hour Cancellation Policy - In-Person Visits

Any in-person visit that is cancelled within 24 hours of the event will not be rescheduled. This policy is in place to show respect for the musicians who have set aside time in their schedules to serve your students. Please check your school's academic and activity calendars carefully to avoid scheduling conflicts. Exceptions are made for weather-related school delays and closings.

Virtual Visit Cancellation Policy

Due to the nature of virtual events, we will offer one rescheduling of a virtual event without notice when there are extenuating circumstances such as internet service issues. Exceptions are made for weather-related school delays and closings.

Feedback

After our Preludes visits we encourage you to complete an evaluation form. Please let us know what we've done well and anything you think we should consider improving in the future. We value your feedback. Thank you.

SPECIFIC REQUIREMENTS FOR VIRTUAL EVENTS

- Teachers/Parent Coordinators/Administrators who request virtual events are responsible for setting up Zoom/Google Meet/other sessions, following their school district's rules, requirements and expectations.
- Teachers/Parent Coordinators/Administrators who request virtual events are required to ensure that symphony musician guests are both allowed in the virtual classroom, and must inform the symphony guests of any specific rules and expectations prior to the virtual event.
- Teachers/Parent Coordinators/Administrators will provide links, rules and expectations for these sessions to the Charlottesville Symphony's Director of Youth Education, who will then pass the information on to the presenting musician.
- Teachers/Parent Coordinators/Administrators must be present in the virtual classroom with their students and the guest musician and actively engaged in the program throughout the event.
- Teachers/Parent Coordinators/Administrators are expected to be present and to assist with classroom management.
- Charlottesville Symphony musicians are not legally sanctioned by any school district to act as substitute teachers. For legal reasons and out of courtesy, it is imperative that classroom teachers, or a substitute empowered by your district, be present when we are working with your students. Charlottesville Symphony musicians are instructed to leave the virtual classroom if a teacher or substitute is not present in the classroom. If no official of the school can cover the class, teachers will forfeit the virtual event.
- Similarly, for middle and high school directors, Charlottesville Symphony musicians should be booked to work with specific sections of your ensemble, and should never be asked to conduct your full ensemble rehearsal. You are encouraged to ask the Symphony musician to speak to, or perform for, your group in its entirety, but it is not acceptable to ask a Charlottesville Symphony musician to run your full ensemble rehearsal for the duration of your class, unless you have a made specific request as part of the reservation process for this to take place. Exceptions will be made on a case by case basis, and would stem around the musicians teaching a specific topic relevant to the whole class.
- Thank you for abiding by these expectations. Doing so will allow the Charlottesville Symphony musicians to make their best contributions to your program.

IMPORTANT EXPECTATIONS FOR TEACHERS DURING IN-PERSON PRELUDES VISITS:

- Teachers are expected to be present in classrooms during programs and to assist with classroom management. Doing so will set Charlottesville Symphony musicians up for success.
- Charlottesville Symphony musicians are not legally sanctioned by any school district to act as substitute teachers. For legal reasons and out of courtesy, it is imperative that classroom teachers, or a substitute, be present when we are working with your students in your school. Charlottesville Symphony musicians are instructed to go directly to the office if a teacher or substitute is not present in the classroom. If no official of the school can cover the class, musicians are instructed to leave the school. In this instance, teachers will forfeit the coaching session/instrument demonstration.
- Similarly, for middle and high school directors, Charlottesville Symphony musicians should be booked to work with specific sections of your ensemble, and should never be asked to stand in front of the room, conducting your full ensemble rehearsal. You are encouraged to ask the Symphony musician to speak to, or perform for, your group in its entirety, but it is not acceptable to ask a Charlottesville Symphony musician to run your full ensemble rehearsal for the duration of your class.
- If you invite a coach to work with a few of your students within your large ensemble rehearsal, please allow the coach to speak with the students and to try passages that the coach requests in the

- context of their being present to help.
- Thank you for abiding by these expectations. Doing so will allow the Charlottesville Symphony musicians to make their best contributions to your program.

Please Visit Our Virtual Education Page <https://cvillesymphony.org/virtual-teaching/> which includes the following:

Web Resources Document

- Overall Virtual Learning Approaches
- Charlottesville area Resources
- Videoconferencing and Workflow Management
- Sheet Music, Virtual Accompaniment and Notation Sources
- Ear Training, Music Theory, Music History, Jazz
- Interactive, Child-friendly Websites by Orchestras and Other Arts Organizations
- Opera Education and Instrument-specific Classes and Videos
- Curriculum and Lesson Plan Ideas for Teachers and Families
- Suggestions for Instrument and Reed Cleaning During the COVID Era

Resources for At-Home Performance and Pedagogy

- Terminology
- Equipment and Set-Up Recommendations
- Software, Digital Audio Workstation and Video Editing Recommendations

Video Resources for Educators

- Meet the Instrument
- Instrument-Specific Master Classes
- Videos that Relate Music to Other Subject Areas

Support for the *Preludes* Events

Preludes school visits are supported by the Francis J. Sheridan Fund, and by Annual Fund and endowment contributions to the Charlottesville Symphony Society.