



Concert Band Clinic

Planning for Success, Kansas State Concert Band Clinic, 2020

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Calendars Communication & Coordination Goal setting & meeting standards Music selection Other

❖ **Calendar** drives the year - *consider options, priorities, your situation, what is your approach...*

Required events

School year
Holidays
Inservice days
Testing
Graduation
Traditional events for campus
Region music events
Contests
Auditions
Games
Pep rallies

Optional events

Festivals
Concerts
Recitals
Trips
Recruiting
Conventions
Themes

Planning:

Events and their dates
Set the pacing of instruction
Optional dates in case of change
Watch for holidays, in-service, testing dates
Sketch out your events, then build with other fine arts, athletics, student groups, counselor, calendar committee
Work out conflicts, shared auditoriums, shared students
Build in rehearsal time to meet performance goals, sectionals, auditions, mock auditions, testing
Watch overlapping events and allow enough time for students to be successful

Once calendar is built, then:

Publish, print, websites, email, etc.
Keep updated version posted; monthly calendar in your rehearsal hall, school wall calendar, etc.
Make reservations for facilities, staffing, equipment, clinicians, buses
Budget considerations, entry fees, registration, travel plans, eligibility calendar

❖ **Communication & Coordination**

Forms of communication - in person is best, use of email, publicity, websites, texting, phone, group communication sites

Timing - frequency, establishing main hub, plan ahead, give others time

Who you work with - administration, feeder schools, elementary schools, main campus, fine arts department, staffing, Fine arts department, staff & supplemental personnel

Coordination - calendars on campus, sharing of students, staffing, facility, flexibility

Mentoring - important responsibility, allow time, share ideas

❖ **Goal setting & Student Preparation**

Individual auditions (all region, solos, auditions)

Selection of students
Music purchased, copy, hand out
Instrument specific score study
Sectionals planned
Testing goals & dates
Grading
Supplemental staff
Mock auditions
Opportunities for practice performances
Audition day
Travel
Results, rewards, publicity

Small group events. (Solo & Ensemble contest, jazz, percussion, auxiliaries, holiday groups)

Same concepts but more people to coordinate. Need guidance to ensure success.

Same ideas + time for:

Music selection, grade level requirements
Scheduling multiple students together rehearsals, variety of ages, instruments, other activities they are involved in
Individual parts learned prior to group time
Accomplishing team goals (tempos, dynamic levels, tuning...)
Plans for eligibility issues
Accompanists, recitals
Equipment needed
Consider splitting events that require lots of individual listening & prep into different seasons

Large group events (Pep rally, marching show, or similar full ensemble music)

Music selection, part assignments
Amount of time dedicated to event/season
Rehearsal, sectional time
Chart out music goals with mindset of group goals for timeline, pass offs, etc
Allowances for issues (weather, drill issues, timing of show, rewriting of music, eligibility...)

Contests

Concert & sight-reading
Time for full ensemble rehearsals, students ear training
Meeting adjudication expectations- see rubrics
Development of dynamics, vertical alignment, balance, blend, tuning, growth of reading sr levels
Clinician schedule
Performances: Pre UIL events, parent concerts
Travel expectations, uniforms
Rules, procedures, concert etiquette expectations

❖ **Music, selection**

Selections required
Order music, music library, budget
Goal level setting, themes, grade level requirements, student choice, timeline
Identify areas of growth for your group
Warmups, tuning routines, instrument specific exercises, breathing/air flow exercises, sight-reading, scales/chromatics, listening skills, rhythm exercises, interval exercises.

❖ Other topics

Music details

Measures numbered
Part assignments
Change student copies
Goal sheets
Testing schedule
Sectional schedule
Calendar
Motivate, inspire, reward, celebrate, publicize
Stickers, charts, recognition, awards, participation

Recruiting

Create traditions
Involves others, time consuming
Travel considerations, busing, budget
Missing class for students and teachers
How many opportunities will you have? Make it count!
Presentation quality, goals

Budget

Coordinates with calendar of events
Sketch out entire year with estimates
Be a good steward of district funds, family funds
Forms completed, turned in, meet deadlines

Paperwork

Finances
Boosters
Travel
Lesson plans
Evaluations
Emails

Tips:

Take time for the details
Be thoughtful in your planning
Teach with energy & urgency
Have purpose & goals
Be mindful of pacing
Set expectations - give feedback
Communicate with a smile!

Hosting events

Audition sites
Performance sites
Auditoriums, warmup, sight-reading rooms
Equipment available
Scheduling around class da
Workers
Recording engineer
Weather issues
Shared instruments
Schedules
Holding areas

Trips

Goals for trip

Experience, competition, venue, destination, sites
Price, consider involving all students

Budget -

Payment plans, fund raisers
Tour company, get recommendations from others
Cancellation, refund policy
Ideas for savings- meals, activities
Travel method, hotel, meals
Checks & balances system for handling funds
Booster help
Alternate large expenses every other year

Staff -

Parent volunteer help
Administrator attendance
Staffing

Communication -

Itinerary
Method while gone with parents

“Failure to plan is planning to fail” ~ Benjamin Franklin