



# Class Act Application Information Packet

## For 2022-2023 School Year

Please have all proposed team members read through this Information Packet. It contains important information about program elements, team member commitments, and financial commitment.

Please note that the continued COVID-19 pandemic has required significant changes to the Class Act program. Even if one or more of your team members has participated in Class Act previously, or if you were at a Class Act school in recent years, it is important to read through this section carefully before deciding to apply. Please pay special attention to level structure and the Financial Policy. Please also review the Pandemic Lockdown Contingency Plans. **Your school should feel comfortable with all aspects of the program before moving forward with an application.**

We strongly recommend sharing this section of the application with your teachers and PTA/PTO and surveying your school community to verify their commitment to being considered for Class Act and to establish which level of participation best suits your school's needs.

Please feel free to contact [classact@pacificsymphony.org](mailto:classact@pacificsymphony.org) if you have any questions or concerns, or if you require further clarification on any element of the program.

Please keep this Information Packet for your reference. Please do not submit it with your completed application.

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## **Pacific Symphony, Class Act Goals, and Program Structure**

Please read through the following information carefully before completing your application, including all pandemic-related policies. **If you have any questions about the program, please contact Jonathan Terry, Director of Education.** Please keep this information packet for your reference and do not include it with your completed application. If accepted, all Class Act schools are expected to participate in all required program elements of assigned Level.

### **Pacific Symphony's Class Act Partnership**

Pacific Symphony's elementary school partnership program, Class Act, will celebrate its twenty-eighth season in 2022-2023. From serving 5,000 in its inaugural year in 1994 to serving over 270,000 students as of 2022, the program's growth is the result of a partnership between the Symphony, schools, and parents dedicated to bringing quality music education to Orange County's elementary students.

**Pacific Symphony's core purpose is to enrich the human spirit through world-class symphonic music and community engagement.** The Symphony maintains an ardent devotion to music education and works to foster deep connections with both its audience and the community as a whole.

Focusing on six main "contact points" with schools, Class Act works to increase awareness of, and involvement with, classical music for elementary school students and their families. **Class Act's theme-based curriculum is aligned with both Common Core and VAPA standards and allows school communities the opportunity to explore a new theme and composer each year.**

**Class Act schools are selected through a competitive application process. Each year students form a relationship with a new Pacific Symphony musician, who serves as the school's Class Act Teaching Artist.** Program activities include: workshops for classroom teachers, classroom lessons, ensemble performances, and assemblies. For students in Level II, the year culminates at a Youth Concert at the Renée and Henry Segerstrom Concert Hall for older students, or with the Interactive Musical Experience for students in Kindergarten and 1<sup>st</sup> grade. Schools also have the option of requesting that their 1<sup>st</sup> grade students attend the Youth Concerts and Kindergarten students participate in the on-site Interactive Musical Experience.

Parent and teacher volunteers form the backbone of each school's Class Act Team and have served as invaluable partners in strengthening arts education since the program's inception.

The Frieda Belinfante Class Act program is funded through a generous grant from the Ahmanson Charitable Community Trust, as well as generous gifts from additional foundations, corporations, and individuals.

## **Class Act Goals**

1. Form close relationships between school communities throughout Orange County and Pacific Symphony.
2. Enrich the quality of music learning and enhance availability in schools through sequential interactions with professional musicians.
3. Develop a foundation for life-long learning through the arts.
4. Enhance the school's learning environment via repeated exposure to the expectations of a concert and guest-artist environment.
5. Facilitate the teaching of and exposure to the arts in the classroom.

## **Class Act Program Structure**

**The Level II Class Act Program is detailed on pages 7-10.** Level II Traditional program includes all on-site elements, as in years past. Level II program provides an ideal balance of small group, assembly, and performance-based instruction. Students in grades 2 and higher also have the opportunity to **hear and see the entire Symphony perform at the Youth Concert.**\*

Most schools choose to partner with Pacific Symphony through Class Act because they value the opportunity to see the full orchestra in concert. However, for schools with pandemic restrictions on field trips or assemblies, **Level I Program** may be a good alternative.

Detailed information on each level can be found on the following pages, including details on program structure and financial commitment. Please note that all students and teachers are required to participate in all required elements of their chosen level.

**\*Please note that Youth Concert attendance is dependent upon pandemic restrictions in place during May 2023. Please see the Level II contingency plan on page 14 to learn more.**

## **Class Act Program Elements and Financial Commitment**

In this packet, you will find details concerning Program Elements and Financial Commitment for the different levels of participation available for the 2022-2023 school year. **All schools are encouraged to apply to Level II to ensure the greatest level of satisfaction and learning for their students.**

**\*All levels of participation are subject to change, dependent on public health and safety guidelines during the 2022-2023 school year.**

**For more information, please see applicable pages below.**

<p><b>Pandemic Health and Safety Guidelines:</b> page 5 <b>Detailed Information on Financial Commitment:</b> page 6 <b>Detailed Information on Level II Program:</b> pages 7-10 <b>Detailed Information on Level I Program:</b> pages 11-13 <b>Pandemic Contingency Plans:</b> page 14 <b>Program Commitments for all Levels:</b> pages 15-17</p>
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## Pandemic Health and Safety Guidelines

The continued COVID-19 pandemic has required significant changes to the Class Act program. **All participating schools must agree to abide by Pacific Symphony's pandemic safety policies**, even if they are stricter than individual school district or school policies. For this year, **Pacific Symphony requires the following health and safety measures for all in-person events:**

### Social Distancing Requirements

- All community members for any in-person Class Act program element must maintain at least **six feet of distance** from Pacific Symphony musicians and presenters at all times

For the 2022-2023 Class Act year, masking is not required for school community but it is recommended if community level of transmission is high. Vaccination is not required for any member of the school community. Depending on community level of transmission, your Class Act musician may have to be masked or may choose to be masked.

While Pacific Symphony will make every effort to administer all levels of participation in Class Act as outlined in this packet, **all levels of participation are subject to change, dependent on public health and safety guidelines during the 2022-2023 school year.** We prioritize health and safety above all else; as such, it may become necessary to reschedule or cancel Class Act program elements. Cancellation will only occur as a last resort. If any Class Act program element is cancelled, Participation Fees will be adjusted.

# Financial Commitment

## For 2022-2023 only

For the 2022-2023 year only, due to the ongoing pandemic, Pacific Symphony is offering all schools the opportunity to benefit from a **“pay what you can” model of participation fees for Class Act**. If selected for Class Act, schools will be asked to inform Pacific Symphony how much they will be able to pay upon acceptance.

Although we have provided suggested participation fees below to assist in covering the cost of the program, **no school will be disqualified from consideration for Class Act based on the amount they are able to pay for the program in 2022-2023**.

### Suggested Participation Fees

Below is a chart of suggested participation fees, based on school size and level of program participation. Suggested fees cover **10% of program cost**, with Pacific Symphony subsidizing the remaining 90% of program cost. **If the fee amount is prohibitive for applicants, we welcome schools to join us for 2022-2023 on a “pay what you can” model.**

<b>Number of students</b>	<b>Level I Program</b>	<b>Level II Program*</b>
1-250 students	\$554.00	\$1,625.00
251-600 students	\$748.00	\$2,154.00
601-999 students	\$907.00	\$2,514.00
1,000+ students	\$1,081.00	\$3,066.00

**\*Schools participating in Level II Program** will also be responsible for the busing expense to Renée and Henry Segerstrom Concert Hall for students in grades 2 and higher for the Youth Concert. Arrangements and payment for busing should be coordinated with your district/charter bus company.

### Expected Financial Commitment

On the “pay what you can” model, **schools may choose how much they will contribute toward the cost of the Class Act program**. Schools accepted to the program will be asked to inform Pacific Symphony how much they will be able to pay upon acceptance, based upon each school’s individual financial situation.

As Pacific Symphony actively fundraises the majority of costs for the program, we do request that schools make an honest assessment of what they would be able to contribute toward the cost of the program. If your school is able to pay more than the suggested participation fee amount, we would be incredibly grateful, as this will allow us to serve more schools facing significant financial challenges.

**All schools will receive the same Class Act program for their selected participation level, regardless of the amount they are able to pay for the program in 2022-2023.**

# Program Details and Elements

## Level II Program

### **Level II Program: On-site program with concert attendance\***

For the 2022-2023 school year, the Level II Traditional program includes all on-site elements. Level II program provides an ideal balance of small group, assembly, and performance-based instruction. Students in grades 2 and higher also have the opportunity to **hear and see the entire Symphony perform at the Youth Concert**. All Level II Traditional schools are encouraged to provide up to 15 volunteers to assist at the Youth Concert.

### **Transportation to Youth Concert**

Schools participating in Level II Traditional are responsible for covering all busing costs for transporting students in grades 2 and higher to the Youth Concert. Please consult directly with your district/charter bus company to arrange busing and payment.

### **Pandemic Health and Safety Precautions**

All community members for any in-person Class Act program element must maintain at least six feet of distance from Pacific Symphony musicians and presenters at all time.

For the 2022-2023 year, masking is not required for school community but it is recommended if community level of transmission is high. Vaccination is not required for any member of the school community. Depending on community level of transmission, your Class Act musician may have to be masked or may choose to be masked.

**\*Please note that all on-site elements, including the Youth Concert, are subject to change, dependent on health and safety guidelines during the 2022-2023 school year.**

## **Class Act Program Elements for Level II Program**

### **Kick-off/Scheduling Meeting (required)**

**Objective:** To set each school's team up for success by clarifying mutual objectives and by creating the school's personalized Class Act schedule

**Space Required:** This meeting is recommended to be facilitated over video- or teleconference service (such as Zoom, Google Meet, etc.). If you choose for this meeting to held in-person, all health and safety procedures must be observed. Schools should indicate their preference on the Class Act application.

All members of the school's Class Act Team (Principal, Teacher Representatives, Parent Coordinators, Office Manager, Music Teacher (if applicable)), Pacific Symphony Musician, and Ambassador (if applicable) attend this meeting with their Regional Manager. During this fall meeting, attendees tailor the school's full year of Class Act activities to meet their unique scheduling needs. All team members are required to attend the first twenty minutes of the meeting; the principal and at least one Parent Coordinator are required to attend the subsequent scheduling portion of the meeting, though all team members are welcome.

### **Prelude Assembly (required)**

**Objective:** To introduce students to their musician, composer, and theme of year through storytelling, instrumental performance and active participation

**Space Required:** MPR or other large indoor performance space. Large libraries or computer labs may be used if there is sufficient space for both students and performers. Audience members must maintain at least six feet of space from musicians and presenters at all times.

This 30-minute presentation is designed to launch the Class Act program at schools. This assembly, hosted by a professional actor, is held November, December, January, or February and is attended by the entire student body. Students meet their Class Act musician, watch a performance, learn about the composer of the year's history, culture, and music, and build enthusiasm for Class Act.

### **Teacher Workshops (optional)**

**Objective:** To provide all classroom teachers with the tools they need to integrate the Class Act curriculum into the classroom

**Space Required:** Indoor space with room for all workshop participants to move around comfortably.

Conducted by arts specialists in the fall and early winter, these workshops provide teachers with grade-level-appropriate activities to help supplement the Class Act program in the classroom. Workshops align with both Common Core and VAPA standards. The application of what teachers learn in their workshop later guides them in developing a meaningful Bravo Assembly activity for their students.

### **Grade Level Musician Lessons (required)**

**Objective:** To share the music of the composer and theme of the year through the study of orchestral music, musical elements, and musical performance

**Space Required:** An empty classroom or multipurpose room with a whiteboard and power outlets. Room for 30-40 students to move around comfortably and a minimum of outside distractions are also required. Audience members must maintain at least six feet of space from musicians at all times.

Class Act musicians teach a 30- or 45-minute lesson to each individual class. Students in grades K-1 receive a half-hour lesson, while older students receive a 45-minute lesson. Students develop a relationship with their resident musician through grade-level appropriate, interactive lessons focused on the historical importance of the music of the composer, specific musical concepts, and terminology. Students are prepared for their lesson with their Class Act musician through work with their classroom teacher.

### **Family Night (required)**

**Objectives:** For the school community to learn more about the music of the composer of the year and the year's theme, through the performance of a Pacific Symphony chamber ensemble, led by their Class Act musician.

**Space required:** MPR or other local performance space that can hold at least 250 audience members. Audience members must maintain at least six feet of space from musicians at all times. Often churches, junior and senior high schools, and community centers are used.

Held at the school, or other nearby location, on an evening between January and May, Family Night is a 45-minute chamber music performance featuring the school's Class Act musician. This event provides the entire school community (parents, students, teachers, community members) with the opportunity to see their musician perform in an ensemble, learn about musical instruments, and meet other musicians from Pacific Symphony. Parent Coordinators are responsible for working with the Symphony's Education staff and school staff to coordinate, promote and host this event. Schools are also encouraged to invite board members or other local VIPs to attend this special event.

**Interactive Musical Experience (required for students in Kindergarten. 1<sup>st</sup> grade students are required to attend EITHER the IME or the Youth Concert, as per each school's preference)\*\***

**Objective:** To provide a developmentally appropriate culminating experience for the youngest Class Act students, combining musical performance, active music making and the music of the composer of the year.

**Space Required:** MPR or other large indoor performance space. Large libraries or computer labs may be used if there is sufficient space for both students and performers. Audience members must maintain at least six feet of space from musicians and presenters at all times.

The IME is a mixture between a concert and a class, created especially for students in K-1. Students sing, move and play their way through a 30-minute original story featuring the music of the composer of the year.

**Youth Concert (required for students in grades 2 and higher. 1<sup>st</sup> grade students are required to attend EITHER the IME or the Youth Concert, as per each school's preference and seat availability)\*\***

**Objective:** For students to hear the music of the composer of the year played by a full orchestra, to hear "their" musician in the context of a full orchestra and to reinforce concepts and musical works taught throughout the year.

**Space Required:** Held at the Segerstrom Center for the Arts.

A culmination of the students' experiences in Class Act, the Youth Concert is a 45-minute performance presented to students in grades 1 or 2 and higher by Pacific Symphony in late April or early May. The performance provides the entire student body with the opportunity to see and hear their Class Act musician performing as part of a full orchestra. The school is responsible for all associated transportation expenses.

**2022-2023 Youth Concert dates: May 11, 12, 15 and 16, 2023**

**Please note: Youth Concert attendance is dependent upon health and safety guidance during 2023. Please see the Level II contingency plan on page 14 to learn more.**

**\*\*IMPORTANT:** Please note, 1<sup>st</sup> grade students are required to attend EITHER the Interactive Musical Experience (IME) OR the Youth Concert. Your school should note which option you prefer on your application. Ability for 1<sup>st</sup> graders to attend Youth Concerts is based on seat availability and is not guaranteed. Kindergarten and TK students will attend the IME.

**Bravo Assembly or Coda (required)**

**Objective:** To provide a meaningful culmination to process-based learning through a presentation that incorporates elements of the Composer of the Year's music and connects to the year's theme

**Space Required: Bravo:** Any space (indoor or outdoor) that allows the whole school to attend and participate in the Bravo Assembly comfortably.

**Coda:** Any space required for the project of your choice.

During the year-end **Bravo** Assembly, students use musical performance, drama, creative writing, dance and visual art as forms of expression to demonstrate what they have learned from their participation in Class Act. All students are expected to participate in this special assembly, coordinated by the Teacher Representatives. Often parents are invited to attend this special school-wide event.

The **Coda** may be the format of your choice. It can look more like an open house with activities, digital portfolio, physical portfolio, or the format of your choice. The purpose is the same as the Bravo (to demonstrate what was learned through participation in Class Act) but in a different format than the traditional Bravo.

### **Assessment (required)**

All team members and teachers will be required to take part in assessments of the Class Act program throughout the year. These will include online surveys and grade-level lesson assessments with a brief student participation component.

### **Additional Meetings (required)**

Meetings with different Class Act team members (Parent Coordinators, Teacher Representatives) are scheduled as needed.

### **Yearly Reapplication (required)**

All Class Act schools will be required to reapply for the program each year. Changes in program elements and commitment expectations will be outlined in each year's application, allowing schools the opportunity to reevaluate their participation.

### **Celebrations (not required, but fun!)**

Typically, each Class Act year begins and ends with a celebration, often linked to a Symphony Concert. All team members are invited to enjoy the music of Pacific Symphony, meet team members from other schools and to celebrate Class Act. If public health and safety guidelines allow for celebrations, details about specific celebrations will be provided at least one month before any event.

### **Additional Pacific Symphony Opportunities (not required, but encouraged)**

All Class Act Family members (all members of a Class Act school community) are encouraged to take advantage of special ticket offers to see Pacific Symphony throughout the year, as made available through the Class Act program. Title I schools are also invited to take part in the Heartstrings Program, which provides free concert attendance to children and their families. Additionally, Class Act schools are encouraged to nominate students for arts-X-press, the Symphony's summer arts camp for students entering 7<sup>th</sup> and 8<sup>th</sup> grade. Schools are also informed of appropriate Symphony Education offerings as they emerge and are encouraged to share such opportunities with their school community.

## Level I Program

### **Level I, Traditional Program: on-site program\* with no Youth Concert attendance**

For the 2022-2023 school year, Level I, Traditional Program provides all on-site elements, for schools that are unable to attend an off-site concert. This option may be particularly attractive for schools where pandemic restrictions do not allow field trips but do allow on-site events.

### **Differences in Commitment between Level I and Level II Programs**

Level I schools do not have an outside volunteer commitment and do not have the Youth Concert or Interactive Musical Experience program elements. There is no additional busing cost for Level I schools since this level does not participate in the Youth Concert.

Though the busing expense and outside volunteer commitment may be challenging for some schools, most schools do find that the additional expense and commitment are well worth the benefits that their students receive by attending the Youth Concert. **As such, all schools are urged to seriously consider participation in Level II before choosing to participate in Level I.**

### **Pandemic Health and Safety Precautions**

All community members for any in-person Class Act program element must maintain at least six feet of distance from Pacific Symphony musicians and presenters at this time.

For the 2022-2023 year, masking is not required for the school community but it is recommended if community level of transmission is high. Vaccination is not required for any member of the school community. Depending on community level of transmission, your Class Act musician may have to be masked or may choose to be masked.

**\*Please note that all on-site elements are subject to change, dependent on public health and safety guidelines during the 2022-2023 school year.**

## **Class Act Program Elements for Level I, Traditional Program**

### **Kick-off/Scheduling Meeting (required)**

**Objective:** To set each school's team up for success by clarifying mutual objectives and by creating the school's personalized Class Act schedule

**Space Required:** This meeting is recommended to be facilitated over video- or teleconference service (such as Zoom, Google Meet, etc.). If you choose for this meeting to be held in-person, all health and safety procedures must be observed. Schools should indicate their preference on the Class Act application.

All members of the school's Class Act Team (Principal, Teacher Representatives, Parent Coordinators, Office Manager, Music Teacher (if applicable)), Pacific Symphony Musician, and Ambassador (if applicable) attend this meeting with their Regional Manager. During this fall meeting, attendees tailor the school's full year of Class Act activities to meet their unique scheduling needs. All team members are required to attend the first twenty minutes of the meeting; the principal and at least one Parent Coordinator are required to attend the subsequent scheduling portion of the meeting, though all team members are welcome.

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**Space Required:** MPR or other large indoor performance space. Large libraries or computer labs may be used if there is sufficient space for both students and performers. Audience members must maintain at least six feet of space from musicians and presenters at all times.

This 30-minute presentation is designed to launch the Class Act program at schools. This assembly, hosted by a professional actor, is held November, December, January or February and is attended by the entire student body. Students meet their Class Act musician, watch a performance, learn about the composer of the year's history, culture, and music, and build enthusiasm for Class Act.

### **Teacher Workshops (optional)**

**Objective:** To provide all classroom teachers with the tools they need to integrate the Class Act curriculum into the classroom

**Space Required:** Indoor space with room for all workshop participants to move around comfortably.

Conducted by arts specialists in the fall and early winter, these workshops provide teachers with grade-level-appropriate activities to help supplement the Class Act program in the classroom. Workshops align with both Common Core and VAPA standards. The application of what teachers learn in their workshop later guides them in developing a meaningful Bravo Assembly activity for their students.

### **Grade Level Musician Lessons (required)**

**Objective:** To share the music of the composer and theme of the year through the study of orchestral music, musical elements and musical performance

**Space Required:** An empty classroom or multipurpose room with a whiteboard and power outlets. Room for 30-40 students to move around comfortably and a minimum of outside distractions are also required. Audience members must maintain at least six feet of space from musicians at all times.

Class Act musicians teach a 30- or 45-minute lesson to each individual class. Students in grades K-1 receive a half-hour lesson, while older students receive a 45-minute lesson. Students develop a relationship with their resident musician through grade-level appropriate, interactive lessons focused on the historical importance of the music of the composer, specific musical concepts and terminology. Students are prepared for their lesson with their Class Act musician through work with their classroom teacher.

### **Family Night (required)**

**Objectives:** For the school community to learn more about the music of the composer of the year and the year's theme, through the performance of a Pacific Symphony chamber ensemble, led by their Class Act musician.

**Space required:** MPR or other local performance space that can hold at least 250 audience members. Audience members must maintain at least six feet of space from musicians at all times. Often churches, junior and senior high schools, and community centers are used.

Held at the school, or other nearby location, on an evening between January and May, Family Night is a 45-minute chamber music performance featuring the school's Class Act musician. This event provides the entire school community (parents, students, teachers, community members) with the opportunity to see their musician perform in an ensemble, learn about musical instruments, and meet other musicians

from Pacific Symphony. Parent Coordinators are responsible for working with the Symphony's Education staff and school staff to coordinate, promote and host this event. Schools are also encouraged to invite board members or other local VIPs to attend this special event.

### **Bravo Assembly or Coda (required)**

**Objective:** To provide a meaningful culmination to process-based learning through a presentation that incorporates elements of the Composer of the Year's music and connects to the year's theme

**Space Required: Bravo:** Any space (indoor or outdoor) that allows the whole school to attend and participate in the Bravo Assembly comfortably.

**Coda:** Any space required for the project of your choice.

During the year-end **Bravo** Assembly, students use musical performance, drama, creative writing, dance and visual art as forms of expression to demonstrate what they have learned from their participation in Class Act. All students are expected to participate in this special assembly, coordinated by the Teacher Representatives. Often parents are invited to attend this special school-wide event.

The **Coda** may be the format of your choice. It can look more like an open house with activities, digital portfolio, physical portfolio, or the format of your choice. The purpose is the same as the Bravo (to demonstrate what was learned through participation in Class Act) but in a different format than the traditional Bravo.

### **Assessment (required)**

All team members and teachers will be required to take part in assessments of the Class Act program throughout the year. These will include online surveys and grade-level lesson assessments with a brief student participation component.

### **Additional Meetings (required)**

Meetings with different Class Act team members (Parent Coordinators, Teacher Representatives) are scheduled as needed.

### **Yearly Reapplication (required)**

All Class Act schools will be required to reapply for the program each year. Changes in program elements and commitment expectations will be outlined in each year's application, allowing schools the opportunity to reevaluate their participation.

### **Celebrations (not required, but fun!)**

Typically, each Class Act year begins and ends with a celebration, often linked to a Symphony Concert. All team members are invited to enjoy the music of Pacific Symphony, meet team members from other schools and to celebrate Class Act. If public health and safety guidelines allow for celebrations, details about specific celebrations will be provided at least one month before any event.

### **Additional Pacific Symphony Opportunities (not required, but encouraged)**

All Class Act Family members (all members of a Class Act school community) are encouraged to take advantage of special ticket offers to see Pacific Symphony throughout the year, as made available through the Class Act program. Title I schools are also invited to take part in the Heartstrings Program, which provides free concert attendance to children and their families. Additionally, Class Act schools are encouraged to nominate students for arts-X-press, the Symphony's summer arts camp for students entering 7<sup>th</sup> and 8<sup>th</sup> grade. Schools are also informed of appropriate Symphony Education offerings as they emerge and are encouraged to share such opportunities with their school community.

## **Pandemic Lockdown Contingency Plans**

Given the unique and unpredictable nature of the COVID-19 pandemic, Pacific Symphony has outlined contingency plans for all levels of participation that include in-person elements, in case of a return to pandemic lockdown during the 2022-2023 school year.

In the event of a government lockdown due to a public health emergency, there will be changes to the program. These changes could include rescheduling or cancelation. If the scope of services provided to the schools is decreased, participation fee would be adjusted.

**Please review the pandemic lockdown contingency plans. Schools should feel comfortable with every aspect of the contingency plans before moving forward with an application.**

If you have any questions or concerns about the contingency plans, please feel free to contact [classact@pacificsymphony.org](mailto:classact@pacificsymphony.org)

## **Class Act Partnership Commitments – Level I and Level II**

Please read through each team member's commitment before completing your application. Information on Pacific Symphony's Commitment and Classroom Teachers' Commitment is also provided for your reference. All commitments pertain to all Levels of participation, unless otherwise noted.

### **Principal's commitment:**

- Attend one (1) Kick-off/scheduling meeting and additional individual meeting as needed
- Select and support the activities of Class Act Parent Coordinators, who serve as liaisons between the school community and Pacific Symphony
- Select and support the activities of Class Act Teacher Representatives who serve as liaisons between the school and Pacific Symphony
- Reserve the appropriate facility for each school-site activity
- Allocate time for each class to attend the musician's lesson, Prelude Assembly, Bravo Assembly (or Coda), Youth Concert (Level II only, grades 2\* and higher), and Interactive Musical Experience (Level II only, grades K-1\*)
- Verify that every student actively participates in Prelude Assembly, Lessons, and Bravo Assembly (or Coda), double-checking that individual classes have not booked conflicting events, on- or off-campus, which would prevent any students from fully participating in their scheduled Prelude, Lesson, or Bravo Assembly (or Coda)
- Ensure musician is provided with environment conducive to learning, including a temperature-controlled room kept between 68 and 85 degrees for all indoor events
- Allocate time, support promotion and secure appropriate facility for Family Night performance
- Allocate time for students in grades 2\* and higher to attend the Youth Concert at the Segerstrom Center for the Arts (Level II only)
- Schedule buses and incur all transportation costs for the Youth Concert (Level II only)
- Allocate time for one (1), 1-hour Teacher Workshop (optional)
- Fulfill the school's financial commitment to the program
- Assist with program evaluation throughout the school year. This includes: teacher evaluations of musician lessons, student surveys and team surveys
- Take an active role in working with Class Act staff to promote Symphony concerts and events, including assistance with the distribution of materials about Class Act and other Symphony programs
- Allocate time for and attend meetings to discuss and collaborate on school pandemic safety policies with Pacific Symphony staff before on-site events begin
- Ensure safety of on-site personnel, students and volunteers through proper adherence to public safety guidelines as well as Pacific Symphony policies for pandemic safety

### **Parent Coordinator's commitment:**

- To publicize and attend all on-site school site events
- (Level II only) To recruit and coordinate a total of up to 15 parent or community volunteers for the Youth Concerts (optional, but encouraged)
- To coordinate, promote and host Family Night
- To assist with program evaluation
- To attend planning meetings and one school site Kick-off/Scheduling meeting during the school year
- To attend 1 annual Parent Coordinator Meeting (at least 1 Parent Coordinator from school must attend the meeting)
- To help secure items needed by musicians for lessons (white board, microphone, etc.)
- To coordinate supervision and set-up for all school-based activities (Teacher Workshop optional)

- To take an active role in working with Class Act staff to promote Symphony concerts and events, including assistance with the distribution of materials about Class Act and other Symphony programs
- Assist in ensuring all present at on-site events follow public health guidelines for pandemic safety

#### **Teacher Representative's commitment:**

- To assist in the implementation of the curricular materials
- To act as a liaison with school staff to promote special events, relay information and distribute materials in a timely manner
- To serve as a role model for school staff in supporting Class Act activities
- To coordinate the year-end Bravo Assembly (or Coda)
- To assist with program evaluation, including the supervision of individual classroom teacher's evaluations of musician lessons
- To attend planning meetings and one Kick-off/Scheduling meeting during the school year
- To take an active role in working with Class Act staff to promote Symphony concerts and events, including assistance with the distribution of materials about Class Act and other Symphony programs
- To support other classroom teachers in the fulfillment of their commitment, listed below

#### **Classroom Teacher's commitment (this applies to all classroom teachers, including Teacher Representatives):**

- To attend Teacher Workshop (all teachers, if school elects to have Teacher Workshop)
- To prepare students for musician's lesson
  - *Minimum commitment:* have students listen to curated audio playlist (or digital files) of composer's music (provided) and share featured complementary materials (provided) with students before their musician's lesson
  - *Preferred commitment:* do at least one preparatory activity found in Teacher Workshop packet with students, and share facts about composer's life using Teacher Workshop packet, internet searches or other appropriate resources
- To attend the entire musician's lesson with their class
- To complete a one-page evaluation of musician's lesson
- To participate in the preparation of the Bravo Assembly

#### **Music Teacher's commitment (for schools with a music teacher):**

- To support Class Act activities in a way that complements the music instruction already in place
- To provide assistance to classroom teachers for Bravo Assembly preparation, if needed
- To provide links to the Class Act curriculum in their instruction, when appropriate

#### **Pacific Symphony's commitment:**

- To present the Class Act program for one school year
- To fulfill the Symphony's financial commitment as per the Financial Policy
- To provide quality educational activities and supplemental teaching materials for classroom teachers
- To provide each classroom with a curated audio playlist (or digital files) and Teacher Workshop Packet focusing on this year's composer and theme
- To provide each grade level with materials complementing this year's composer and theme
- To customize the Class Act schedule of activities, within the scope of the program's goals, to meet the individual needs of the school
- To support the school's Class Act Team in program implementation

- To conduct ongoing program evaluation and make program modifications and improvements based on evaluation results
- To provide members of all Class Act school communities with appropriate opportunities to further engage with Pacific Symphony's other Education programs and concerts for all ages