



Class Act Application and Reapplication Information Packet For 2020-2021 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 there have been significant changes to the program for the year 2020-2021 necessitated by COVID-19. Even if one or more of your team members has participated in Class Act previously, or if you are a current Class Act school, it is important to read through this section carefully before deciding to apply. Please pay special attention to level structure and the Financial Policy. This year, please also review the Pandemic 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 Eileen Regullano, Education & Engagement Manager, at eregullano@pacificsymphony.org if you have any questions, concerns, or 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. **If you have any questions about the program, please contact Eileen Regullano, Education & Engagement Manager.** 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-sixth season in 2020-2021. From serving 5,000 students in 1994, to 14,680 students in the 2019-2020 season, 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 1st grade. Schools also have the option of requesting that their 1st 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, Traditional Class Act Program, is detailed on pages 5-8. Level II 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.*** As such, Level II is the chosen level of participation for the majority of Class Act schools. Schools find that it provides the optimal level of engagement and enrichment.

Class Act is a program of Pacific Symphony. Most schools choose to partner with Pacific Symphony through Class Act because they value the concert attendance component. However, for new schools who are unable to attend an off-site concert, for whatever reason, Level I may be a good alternative as an entry point to Class Act for their 1st year in the program. For the 2020-2021 Class Act year, returning schools who are unable to attend an off-site concert, for whatever reason, may also apply for Level I.

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.

Once you have read through the descriptions of program levels, you are ready to complete Part III of your application, Level Choice. Remember to mark your preferred Level(s) of participation. You are welcome to select only one level, or if more than one level is of interest, please rank your choices. Class Act staff will make all final decisions on a school's final Level assignment, contingent on a successful application.

Class Act Program Elements and Financial Commitment

On the next few pages, you will find details concerning Program Elements and Financial Commitment for the different levels of participation available for the 2020-2021 school year. **All schools are encouraged to apply to Level II to ensure the greatest level of satisfaction and learning for their students.**

<p>Detailed Information on Level II: pages 5-8 Detailed Information on Level I: pages 9-11 Pandemic Contingency Plans: pages 13-15 Program Commitments for all Levels: page 16-17</p>

***Please note that Youth Concert attendance is dependent upon pandemic restrictions in place during May 2021. Please see the Level II contingency plan on page 14 to learn more.**

Level II, Traditional Program

Required Program Elements and Financial Commitment

Level II, Traditional Program: Hybrid online and on-site program, a great fit for most schools
The majority of Class Act schools participate in Level II, Traditional Class Act Program. Level II provides a mix of small and large group lessons and assemblies, on-site performances, and Youth Concert attendance. **For the 2020-2021 school year, Level II will be a hybrid online and on-site program.**

Level II Financial Commitment

➤ **Level II Schools' Financial Commitment**

Schools participating in Level II will be required to pay Pacific Symphony a participation fee of \$8.00 per student. This is 16.3% of the total program expense. Class Act is a school-wide program, so when estimating your school's financial commitment you should take your total student population into account. **Schools in Level II will also be responsible for covering all busing costs for transporting students in grades 2 and higher to the Youth Concert.** Arrangements and payment for busing should be arranged with your district/charter bus company.

To estimate the cost of Level II participation at your school, please use the formula below:

$$\left(\frac{\text{-----}}{\text{\# of students}} \times \$8.00 \right) + \frac{\text{-----}}{\text{estimated bus cost}^*} = \text{Estimated total cost}$$

*=please consult directly with your district/charter bus company

- **How can schools fund their contribution to Class Act?** Title I schools may apply Title I funds to all program expenses. Other funding options for all schools include: working with Pacific Symphony to create a personalized ticket-sale fundraiser, using PTA/PTO funds, working with your school's music instrument rental partner to raise funds.

➤ **Pacific Symphony's Financial Commitment to Level II Schools**

In 2020-2021, the total cost of Level II is \$49.12 per student. Thanks to many generous foundations, individual, and corporate donors, the Pacific Symphony is able to commit to subsidizing \$41.12 of each student's program expense. This is 83.7% of the total expense.

- **What does this mean to schools?** If, for example, a school has 500 students, the total program cost would be \$24,560.00. A school would then pay \$4,000.00 and Pacific Symphony would subsidize the remaining \$20,560.00. The school would also pay their busing expense to Youth Concerts.

Class Act Program Elements, Level II

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

For 2020-2021: This will be a virtual meeting, to ensure safety of school team members, Pacific Symphony musician, and Regional Manager.

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. It is held in late Summer/early Fall, and 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

For 2020-2021: This element will be pre-recorded and distributed to schools digitally, to ensure safety of students, school team members, Pacific Symphony musician, and Regional Manager.

This 30-minute presentation is designed to launch the Class Act program at schools. This assembly, hosted by a professional actor, is held in October, November, December, January or February and is distributed to the entire student body. Students virtually 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 (required)

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

For 2020-2021: This element will be conducted as an online webinar, to ensure safety of teachers, other school team members, and Pacific Symphony staff.

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 or blackboard. Room for 30-40 students to move around comfortably, power outlets, and a minimum of outside distractions are also required

Class Act musicians teach a 30-45 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. 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. 1st 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

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

Youth Concert (required for students in grades 2 and higher. 1st 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.

2020-2021 Youth Concert dates: May 4, 6, 7, and 10, 2021

Please note: Youth Concert attendance is dependent upon pandemic restrictions in place May 2021. Please see the Level II contingency plan on page 14 to learn more.

***IMPORTANT:** Please note, 1st 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 1st graders to attend Youth Concerts is based on seat availability and is not guaranteed. Kindergarten and TK students will attend the IME.

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

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.

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 are scheduled as needed. For example: Parent Coordinators have an annual Fall Meeting which at least 1 Parent Coordinator from each school is required to attend. Teacher Representative Meetings are also scheduled with teachers who need additional assistance in Bravo Assembly preparation.

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. Due to COVID-19 restrictions in 2020-2021, we may not be able to celebrate as usual, but details about specific celebrations will be provided 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 7th and 8th grade. During the summer of 2020, Pacific Symphony is offering our new virtual program, AXP@Home, in place of arts-X-press. 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, Introductory/Interim Program (Available to New and Returning Schools for 2020-2021) Required Program Elements and Financial Commitment

Level I, hybrid online and on-site program with no Youth Concert attendance

For the 2020-2021 school year only, **both** returning and new who are unable to attend an off-site concert, for whatever reason, may apply to Level I. **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.** Schools in Level I will be asked to contribute 21% to their program expense, with Pacific Symphony subsidizing 79% of their program expense.

Though the busing expense and outside volunteer commitment may be challenging for some schools, most schools do find that the additional expense and commitment and expense 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.**

Please note that digital and online content is being piloted for 2020-2021. Level I in its updated format is subject to change and availability in future years.

Level I Financial Commitment

➤ Level I Schools' Financial Commitment

Schools participating in Level I will be required to pay Pacific Symphony a participation fee of \$6.50 per student. This is 21% of the total program expense. Class Act is a school-wide program, so when estimating your school's financial commitment you should take your total student population into account.

To estimate the cost of Level I participation at your school, please use the formula below:

$$\text{-----} \times \$6.50 = \text{Estimated total cost}$$

of students

- **How can schools fund their contribution to Class Act?** Title I schools may apply Title I funds to all program expenses. Other funding options for all schools include: working with Pacific Symphony to create a personalized ticket-sale fundraiser, using PTA/PTO funds, working with your school's music instrument rental partner to raise funds.

➤ Pacific Symphony's Financial Commitment to Level I Schools

In 2020-2021, the total cost of Level I is \$30.88 per student. Thanks to many generous foundations, individual, and corporate donors, the Pacific Symphony is able to commit to subsidizing \$24.38 of each student's program expense. This is 79% of the total expense.

- **What does this mean to schools?** If, for example, a school has 500 students, the total program cost would be \$15,440.00. A school would then pay \$3,250.00 and Pacific Symphony would subsidize \$12,190.00.

Level I Program Elements

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

For 2020-2021: This will be a virtual meeting, to ensure safety of school team members, Pacific Symphony musician, and Regional Manager.

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. It is held in late Summer/early Fall, and 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

For 2020-2021: This element will be pre-recorded and distributed to schools digitally, to ensure safety of students, school team members, Pacific Symphony musician, and Regional Manager.

This 30-minute presentation is designed to launch the Class Act program at schools. This assembly, hosted by a professional actor, is held in October, November, December, January or February and is distributed to the entire student body. Students virtually 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 (required)

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

For 2020-2021: This element will be conducted as an online webinar, to ensure safety of teachers, other school team members, and Pacific Symphony staff.

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 or Digital Portfolio 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 or blackboard. Room for 30-40 students to move around comfortably, power outlets, and a minimum of outside distractions are also required

Class Act musicians teach a 30-45 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. 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 Digital Portfolio (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 (if choosing Assembly): Any space (indoor or outdoor) that allows the whole school to attend and participate in the Bravo Assembly comfortably

For 2020-2021, schools may choose between holding an in-person Bravo Assembly or submitting a digital portfolio. For either the Bravo Assembly or the Digital Portfolio, 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. For schools that choose to submit a Digital Portfolio, Teacher Representatives coordinate with all classroom teachers to collect these creative expressions and submit digitally to the Regional Manager. For schools that choose to hold a Bravo Assembly, Teacher Representatives coordinate the assembly, and often parents are invited to attend this special school-wide event. Regardless of whether schools choose the Bravo Assembly or the Digital Portfolio, all students are expected to participate.

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 are scheduled as needed. For example: Parent Coordinators have an annual Fall Meeting which at least 1 Parent Coordinator from each school is required to attend. Teacher Representative Meetings are also scheduled with teachers who need additional assistance in Bravo Assembly preparation.

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. Due to COVID-19 restrictions in 2020-2021, we may not be able to celebrate as usual, but details about specific celebrations will be provided 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 7th and 8th grade. During the summer of 2020, Pacific Symphony is offering our new virtual program, AXP@Home, in place of arts-X-press. Schools are also informed of appropriate Symphony Education offerings as they emerge, and are encouraged to share such opportunities with their school community.

Pandemic Contingency Plans

Given the unique and unpredictable nature of the COVID-19 pandemic, Pacific Symphony has outlined contingency plans for each level of participation, in case of continued or reinstated pandemic restrictions during the 2020-2021 school year.

Regardless of individual district or school policies, Pacific Symphony may institute these contingency plans for all schools at any time if deemed necessary for the safety of students, school staff, Pacific Symphony musicians, and Pacific Symphony staff.

Please review the contingency plans for each level of participation. Schools should feel comfortable with every aspect of the contingency plans, including the financial expectations, before moving forward with an application.

If you have any questions or concerns about the contingency plans, please feel free to contact Eileen Regullano at eregullano@pacificsymphony.org.

Level II (Traditional Program) Contingency Plan

In case of continued or reinstated pandemic restrictions, Level II will proceed as follows:

Adjusted Program Elements

- **Kick-off/Scheduling Meeting:** For 2020-2021, all Scheduling Meetings will be conducted virtually. This element will remain unchanged from the program elements outlined above.
- **Prelude Assembly:** For 2020-2021, all Prelude Assemblies will be recorded by the Class Act musician and distributed to schools in digital format, regardless of whether contingency plans are enacted. This element will remain unchanged from the program elements outlined above.
- **Teacher Workshop:** For 2020-2021, all Teacher Workshops will be conducted as an online webinar, regardless of whether contingency plans are enacted. This element will remain unchanged from the program elements outlined above.
- **Grade Level Musician Lessons:** Instead of on-site lessons, lessons will be recorded by the Class Act musician and distributed to schools in digital format. School teams will be responsible for distributing lower lessons to all classes in K-1 and upper lessons to all classes in grades 2 and higher.
- **Family Night:** Instead of an evening concert on-site, the Family Night will be recorded by the Class Act musician and ensemble and distributed to schools in digital format. School teams will be responsible for distributing the Family Night content to their school community.
- **Interactive Musical Experience (IME):** Instead of on-site assemblies, IMEs will be recorded by the Class Act musician and presenter and distributed to schools in digital format. School teams will be responsible for distributing to all classes in K-1.
- **Youth Concert:** Instead of a concert at the Renée and Henry Segerstrom Concert Hall, schools will be provided with a digital presentation of archival Pacific Symphony recordings. Schools will be responsible for distributing this content to all classes in grades 2 and higher.
- **Bravo Assembly:** Instead of an on-site assembly, schools will submit a Digital Portfolio. Teacher Representatives will coordinate with classroom teachers to collect students' creative expressions and submit digitally to the Regional Manager.
- **Assessments:** All schools will still be responsible for taking part in assessments throughout the year. These will be made available digitally.
- **Additional Meetings:** Parent Coordinator Meetings and any other meetings with Class Act team members will be conducted virtually.
- **Yearly Reapplications:** Reapplications will be made available digitally and may only be submitted via email.
- **Celebrations:** Typical Class Act celebrations may not be possible. Class Act staff will inform schools of any alternative special events as possible.
- **Additional Pacific Symphony Opportunities:** Class Act staff will keep schools informed of digital Pacific Symphony opportunities as they arise.

Volunteer Commitment

- The 10 volunteer requirement at Youth Concerts would be canceled.

Financial Expectations

- Participation fees would remain at **\$8.00 per student**, whether the program is both in-person and digital or completely digital.

Level I (Introductory/Interim Program) Contingency Plan

In case of continued or reinstated pandemic restrictions, Level I will proceed as follows:

Adjusted Program Elements

- **Kick-off/Scheduling Meeting:** For 2020-2021, all Scheduling Meetings will be conducted virtually. This element will remain unchanged from the program elements outlined above.
- **Prelude Assembly:** For 2020-2021, all Prelude Assemblies will be recorded by the Class Act musician and distributed to schools in digital format, regardless of whether contingency plans are enacted. This element will remain unchanged from the program elements outlined above.
- **Teacher Workshop:** For 2020-2021, all Teacher Workshops will be conducted as an online webinar, regardless of whether contingency plans are enacted. This element will remain unchanged from the program elements outlined above.
- **Grade Level Musician Lessons:** Instead of on-site lessons, lessons will be recorded by the Class Act musician and distributed to schools in digital format. School teams will be responsible for distributing lower lessons to all classes in K-1 and upper lessons to all classes in grades 2 and higher.
- **Family Night:** Instead of an evening concert on-site, the Family Night will be recorded by the Class Act musician and ensemble and distributed to schools in digital format. School teams will be responsible for distributing the Family Night content to their school community.
- **Bravo Assembly:** Instead of an on-site assembly (for Level I schools that chose this option), schools will submit a Digital Portfolio. Teacher Representatives will coordinate with classroom teachers to collect students' creative expressions and submit digitally to the Regional Manager.
- **Assessments:** All schools will still be responsible for taking part in assessments throughout the year. These will be made available digitally.
- **Additional Meetings:** Parent Coordinator Meetings and any other meetings with Class Act team members will be conducted virtually.
- **Yearly Reapplications:** Reapplications will be made available digitally and may only be submitted via email.
- **Celebrations:** Typical Class Act celebrations may not be possible. Class Act staff will inform schools of any alternative special events as possible.
- **Additional Pacific Symphony Opportunities:** Class Act staff will keep schools informed of digital Pacific Symphony opportunities as they arise.

Financial Expectations

- Participation fees would remain at **\$6.50 per student** whether the program is both in-person and digital or completely digital.

Class Act Partnership Commitments

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 meetings 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 or digitally view the musician's lesson, Prelude Assembly, Bravo Assembly (Level II and Level I, if chosen instead of Digital Portfolio), 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/Digital Portfolio, 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/Digital Portfolio
- 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- 1.5 hour Teacher Workshop
- 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

Parent Coordinator's commitment:

- To publicize and attend all school site events
- (Level II only) To recruit and coordinate a total of 10 parent or community volunteers for the Youth Concerts (preferred) or Family Musical Mornings, as assigned by Class Act staff
- 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

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 Digital Portfolio
- 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, held virtually in 2020-2021 (all teachers)
- To prepare students for musician's lesson
 - *Minimum commitment:* have students listen to CD or digital audio 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 or Digital Portfolio

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 CD (or digital audio 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