

2012-13 JHS Music Department Recruiting Plan

January 2013:

1. Each band/choir director needs to confirm with your administrative team which elementary buildings feed into each school for 2013-14 and decide when to set up elementary classroom visits with the elementary music teachers. Be sure to discuss your plans with your building leadership so they may be in contact with your feeder principals.
2. Review how to access the NWEA scores for the fifth graders. This is helpful for placement on instruments and in the choir. Also contact your Elementary Music teachers to discuss their recommendations for specific students.
3. Rachel will set up the online appointment system.
4. Rachel will put together a District-Wide flyer with info about Band appointments and Choir membership to hand out to all the fifth graders through the elementary schools and to place in the newspapers, websites, etc.
5. Rachel will get recruiting info on the district website homepage and on each elementary and junior high homepage.
6. Directors set band appointment dates and forward to Rachel. We will place a general info page on the district website with a link to the online registration for appointments.
7. Directors set a date for parent meetings or visits to 5th grade classes and let Rachel know the information.

Late January through February 2013:

Recruitment Activities (Classroom Visits, Parent Meetings, etc.)

March-April 2013:

Individual Student/Parent Appointments to try instruments. This will be hosted by each JHS Building at a date and time convenient to each building's schedule.

April 2013:

Choir and Band 2013-14 6th Grade enrollment lists due to each JHS Administration Team.

Late July – August, 2013:

Four weeks of Beginning Band Classes held at each JHS.