

Nowhere Schools Music Recruitment Document 2026-2027

1. Nowhere Schools Description

District Name: Nowhere Schools

Number of Schools: 4

School List & Enrollment:

- Nowhere Elementary School – 420 students (Grades K-5)
- Nowhere East Middle School – 380 students (Grades 6-8)
- Nowhere North Middle Schol – 410 students (Grades 6-8)
- Nowhere High School – 720 students (Grades 9-12)

Music Staff:

- Sarah Thompson – Elementary General Music
- Jason Weber – Middle School Choir
- Jenni Lin – East Middle School Band
- Sebastian Mom – North Middle School Band
- Grace Miller – Middle School Orchestra
- David Reynolds – High School Band Director
- Emily Carter – High School Choir Director
- Megan Ortiz – High School Orchestra Director

Music Classes Offered:

Elementary: General Music (K-5), 4th-5th Grade Choir Club

Middle School: Concert Band, Choir (Spring Musical), Orchestra, Music Technology

High School: Wind Ensemble, Jazz Band, Marching Band, Concert Choir (Spring Musical), Orchestra, Music Theory, AP Music Theory

2. 2026-2027 Music Recruiting Plan

Step:	Description:	Date:	Responsible Party:
1	Elementary School Concert Tour: Middle school band, choir, and orchestra perform for 4 th -5 th graders to introduce the program and showcase each ensemble.	March 10-14	Middle School and High School Directors

2	Classroom Visits & Instrument Demos: Directors visit music classes to demonstrate instruments, explain how to join, and distribute interest forms.	March 17-21	Middle School Directors
3	Parent Information Night: Evening presentation about program benefits, schedule, and instrument options. Upper classmen mentors present to explain the Mentor-Mentee Program. Vendor representatives available for Q&A.	April 2	All Band, Choir, and Orchestra Directors
4	Instrument Testing Days: Students try out instruments to find their best fit; testing forms completed.	April 7-11	All Music Staff
5	Recruitment Follow-Up: Emails and letters sent to families with placement details and instrument recommendations.	April 21-25	All Ensemble Directors
6	Enrollment Confirmation Deadline: Final day for families to confirm enrollment in beginning music classes.	May 2	Counselors and Music Staff
7	Welcome Celebration / “Meet Your Music Family” Event: Incoming students meet assigned mentor students, participate in games and “icebreakers,” receive music program info, and sign up for summer start-up clinics.	May 16	All Music Staff

3. Instrument Testing

Timeframe:

Event:	Date(s):	Location:	Groups Involved:
Initial Instrument Testing Week	April 7-11	Nowhere East Middle School Music Room	All 5th grade Students
Make-Up Testing Day	April 15	Nowhere East Middle School Music Room	Absent or undecided students
Follow-Up Testing and Placement Review	April 21	Nowhere East Middle School Music Room	Those confirming final placements

Reason for Timing:

Testing is scheduled in early April to allow prospective students adequate time to choose their instruments before summer break. Additionally, this timing ensures that families have access to rental events and summer start-up clinics and allows for teachers to prepare student numbers for summer clinics and the upcoming school year.

Grace Miller

Testing Process:

Location: Testing will take place in the Nowhere East Middle School music room, using four separate testing stations (woodwinds, percussion, brass, and strings).

Personnel:

- Jenni Lin – East Middle School Band Director (woodwinds testing)
- Sebastian Mom – North Middle School Band Director (brass testing)
- David Reynolds – High School Band Director (percussion testing)
- Grace Miller – Middle School Orchestra Director (string testing)
- Sarah Thompson – Elementary Music Teacher (student check-in and data recording)

Setup:

- Each station includes sanitized mouthpieces, instrument samples, and data sheets for teacher notes
- Students rotate through each station in 10-minute intervals
- Forms are collected and reviewed at the end of each day

Musical Instrument Interest Card	
Name _____	School _____
Address _____	Classroom Teacher _____
Zip Code _____	Phone# _____
Parent(s) Name _____	
Have you ever played an instrument? _____ If so, what? _____	
How long have you played this instrument? _____	
What school will you attend next year? _____	
What instruments are you interested in playing? (in order of preference)	
1. _____	2. _____ 3. _____

(front of card)

Instrument Testing Information and Size Recommendation	
Violin: Full Size _____	1/8 _____ 1/2 _____ 3/4 _____
Viola: Full Size _____	1/8 _____ 1/2 _____ 3/4 _____
Cello: Full Size _____	1/2 _____ 3/4 _____ _____
Comments: _____	

Final Recommendation: _____	

(back of card)

4. Follow-Up Recruiting Plan

Timeframe:

Follow-Up Phase:	Date(s):	Purpose:	Responsible Party:
Initial Follow-Up	April 21-25	Confirm student interest and send personalized emails after instrument testing.	Band and Orchestra Directors
Second Follow-Up	May 5-9	Contact families who haven't submitted enrollment forms; answer questions and provide rental event reminders.	Band and Orchestra Directors
Summer Check-In	June 10-14	Email welcome letter with clinic details, supply lists, and personalized letters from upperclassmen mentors.	Band and Orchestra Directors
Pre-Year Reminder	August 1-5	Send reminder emails before school starts, including class schedules, rehearsal expectations, and concert/important events calendar.	Band and Orchestra Directors

Methods:

- Email Communication: Personalized messages sent to families thanking them for attending instrument testing and confirming their student's participation.
- Phone Calls: Direct follow-up with families who have not responded to confirm their interest and address any concerns
- Mailing: Welcome letters, personalized mentor letters "Join the Band/Orchestra" flyers sent home with information about summer clinics and rental options.

Goals for Follow-Up:

- Ensure all interested students complete their enrollment in beginning music classes
- Strength communication and relationships with families early in the process
- Provide clarity and excitement about next steps and reduce uncertainty for new families.
- Confirm accurate student participation numbers to assist scheduling and class planning for summer clinic and the upcoming year.
- Connect potential students with upper-class students, building community and connection before clinics and classes start.

5. Class Groupings

Preferred Grouping Structure:

All beginning orchestra students will start together in the same room, allowing everyone to build foundational skills and a sense of community from the very start. Students will be separated by grade level (6th, 7th, and 8th) to ensure instruction is developmentally appropriate. After the first three weeks, weekly sectionals for bass players will be introduced to provide more individualized attention and technical support.

Flexibility / Bargaining Willingness:

While this structure is ideal, I am flexible and willing to adjust based on scheduling needs, class sizes, and lack of sectional opportunities and funding. My priority is to ensure that every student who wishes to participate has the opportunity to do so, even if that means adapting rehearsal times or combining small groups as needed.

Collaboration with Counselors and Fine Arts Team:

I will work closely with the school counselor to develop a schedule that supports all fine arts offerings and avoids conflicts with core classes. Open communication with band, choir, and art teachers will help ensure that students have the opportunity to explore multiple creative disciplines while maintaining a balanced and supportive schedule for everyone involved.

6. Invitation to Join

1. **Summer Start-Up Clinic: “Section Pride Olympic Games”**

Before the school year begins, a “Section Pride Olympics” is hosted during the Summer Start-Up Clinic. This features team-based games and challenges that aren’t necessarily music-related—like relay races, trivia contests, and banner-making competitions. Sections earn points for enthusiasm, creativity, and teamwork. This event sets a positive tone for the year and helps students feel proud to be part of their section from day one.

2. **“Bass Day” Celebration**

A day dedicated entirely to the bass section! Bass players get to show off their instrument in a big, fun way by performing an impromptu concert for the school—either in the cafeteria, courtyard, or morning assembly. Students wear matching “Bass Day” T-shirts, paint their faces, and embrace the silliness while

celebrating their unique role in the orchestra. The event draws attention to the instrument, builds confidence, and inspires younger students to want to join in next year.

3. **“Family Play-Along Night and Potluck”**

After beginners have learned a few pieces, their parents get to join them for a playful, informal concert around Thanksgiving for an Orchestra Potluck. Parents can provide dishes and can take part by playing simple rhythm instruments, clapping patterns, or waving colorful scarves in time with the music.

7. Ensuring Quality Equipment

Equipment Quality Plan:

To ensure all students play on reliable, high-quality instruments, the program will maintain partnerships with reputable local vendors and oversee all instrument loans through the school. Instruments will be regularly inspected for proper setup, string quality, and playability by Miss Miller. When possible, beginners will start on instruments that are appropriately sized and professionally adjusted to support good tone production and technique.

Preferred Vendors or Procedures:

Students and families will be encouraged to rent instruments through Meyer Music or Marshall Music, both of which provide dependable rental programs, on-site maintenance, and access to school-approved brands. These vendors also offer repair services and loaner instruments to minimize disruptions in practice and performance.

For students that demonstrate financial need, school-owned instruments will be provided for them. This will require an Instrument Loan Contract outlining care expectations, liability for damage, and procedures for returning the instrument at the end of the year. School instruments will be inspected by the director before distribution and again at the end of each semester to ensure continued quality and performance readiness.

Parent Education / Communication Plan:

Families will receive written and verbal guidance about instrument care, recommended accessories, and vendor contact information. A “Parent Information Night” will be held at the start of the year to demonstrate proper handling, cleaning, and storage procedures.

8. Summer Start-Up Clinic Information

Event Name: Summer Start-Up Clinic

Grace Miller

Date & Time:

August 3-7

9:00 a.m. – 3:00 p.m.

Location:

Middle School Orchestra Room, Gymnasium, and Outdoor Courtyard

Staff/Helpers:

- Grace Miller – Nowhere Middle School Orchestra Director
- Megan Ortiz – Nowhere High School Orchestra Director
- Student teacher (if available)
- Returning orchestra mentors
- High School volunteers
- Parent volunteers

Student Take-Home Materials:

- “Welcome to Orchestra” packet with practice tips and supply checklist
- Instrument care and maintenance guide
- Sheet music for first exercises/pieces – beginners are given easy, accompanying versions of sheet music (played with pizzicato) that can be played along with 7th and 8th graders
- Orchestra T-shirt
- Fall rehearsal and concert schedule

Goals for the Event:

- Introduce students to the basics of instrument setup, care, and posture
- Build excitement and a sense of community among new orchestra members
- Establish positive relationships between students, mentors, and staff
- Familiarize students with the rehearsal space, procedures, and expectations
- Promote collaboration, confidence, and section identity with Section Pride Olympics Games and other fun activities

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