



Brownsburg East ¹

Middle School Orchestras

2021-2022

BEMS EAST 2021-2022 6-7-8 Orch Handbook.docx

Put your first & last name in this box:

Your East Orchestra Director:

Teacher: Ms. Laura A. Crawford
Email: lcrawford@brownsburg.k12.in.us
East Phone: 317-852-2386 Ext. 2383 (Room K103)

***PLEASE READ THOROUGHLY. KEEP THIS HANDBOOK FOR THE ENTIRE SCHOOL YEAR.**

Please refer to it prior to contacting the director. Your answer may be found inside.

Please sign and return the enclosed handbook Acknowledgement of Receipt by Thursday, August 5, 2021/Friday, August 6, 2021 (Depends on your class day).

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Please note that any changes to this handbook for this school year will be sent home in the form of a handout/letter, email, Remind, and/or put on the orchestra website. Any updates or changes will void the information in this handbook.

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(Return this page to your teacher.)

Dear Orchestra Students and Parents/Guardians,

Welcome to an exciting year with the Brownsburg East Middle School Orchestra Program! I am excited that you have chosen or are continuing to be a part of the orchestra program! I look forward to a year filled with educational, musical, and fun experiences! Participation in the orchestra program will include engagement in a highly creative performing art that stimulates academic and personal growth in ways that no other discipline can. Our orchestra students will also develop traits such as teamwork, responsibility, dedication, confidence, and leadership. Membership in our orchestra program will give students a sense of accomplishment and pride as they develop musical and personal skills that will enrich their lives in orchestra and beyond the orchestra classroom.

In this handbook, you'll find an outline of guidelines and expectations for making this year successful for both students and parents. It will also provide information that will help you and your child make the most of your musical experience. Please read through this handbook carefully. Keep this handbook for the entire school year. After you and your child have read the handbook, please sign the form at the back and return it to school by the deadline indicated. If you have any questions, please contact Ms. Crawford at anytime during the school year.

Sincerely,

Ms. Laura Crawford, Brownsburg East Orchestra Director

CLASSROOM PROCEDURES

Making music is a lot of fun! However, it also involves a lot of hard work. With your help, we can establish and maintain the right kinds of attitudes and the best possible musical habits. It is important that we as musicians understand and practice proper classroom procedures in order for each of us to receive the maximum benefit from the rehearsal. Classroom procedures include the following:

Classroom expectations procedures

1. Come to class ready to participate, and participate.
2. Respect other people and their property.
3. Respect others' right to learn.
4. Follow directions the first time they are given.
5. Play only the instrument you've been assigned.
6. Play or talk when given permission to do so.
7. Food/Gum/Candy/Drinks are not allowed in the music rooms.
8. **Keep fingernails short. This is necessary for playing a stringed instrument.**

Consequences

1. Warning: Teacher-Student Conference
2. Phone call to parent.
3. Conference with parent, student, & teacher
4. Office referral (Detention with Teacher, Detention through the school, Friday School, or a consequence from an assistant principal).

*Violation of classroom and school procedures will be handled according to the school-wide discipline program. Depending on the severity of the violation, consequences may not be followed in the listed order.

KEEPING OUR ORCHESTRA SAFE & FREE

1. Apply hand sanitizer as you enter the classroom and exit. Make sure your hands are DRY from sanitizer before you touch your instrument.
2. Stay in your seat and in your area of the room.
3. Cover your coughs and sneezes.
4. Apply hand sanitizer after blowing your nose.
5. Bring and use your own materials.

INSTRUMENT CARE

- Keep your instrument out of areas of extreme temperature changes (hot or cold). Avoid leaving your instrument in the car, regardless of the season. Keep your instrument in its case when not in use. Keep your instrument away from any moisture. Keep your instrument out of the reach of those who may not know how to use it.
- **DO NOT ATTEMPT TO TUNE** your instrument until you have been taught to do so.
- After playing, wipe down your instrument with a soft clean cloth. Wipe off rosin dust from the strings and fingerboard and anywhere else it has accumulated. Wipe rosin from the bow stick, but not the hair.
- **Never use alcohol or solvent-based products. Alcohol, solvent, and hand sanitizer will damage the varnish on your instrument.**

INSTRUMENT TRANSPORTATION & STORAGE DURING THE SCHOOL DAY

Violin/Viola Students:

- Violin and viola students will transport your instrument to and from school on all orchestra days and activities. These instruments are small to be transported on the school buses.
- Violins and violas **may** be stored in one of 3 places during the school day:
 - In the orchestra room on the violin/viola storage racks. This is best option. Bus riders, may come to the orchestra room 3 minutes prior to dismissal to get their instrument. In order to not miss the bus, bus riders will “walk with a purpose”! Hustle to get to the orchestra room and to the bus!
 - In your team locker, if the instrument can fit with your other belongings, or
 - In a designated section in your team hall (6th grade tends to do this more than 7th or 8th grade. Talk to your team/teachers to see if this is something they’ll do. **If not, THE BEST PLACE FOR YOU TO KEEP YOUR INSTRUMENT DURING THE SCHOOL DAY IS IN THE ORCHESTRA ROOM.**

Cello/Bass Students:

- Cellos and Bases are too large to transport on buses. Each cello and bass student will be assigned a school-owned instrument to use during each orchestra class.
- All Cello and Bass students will need to bring their home cello to all concerts and concert related events.
- Tuning: Cello and Bass students may bring their instruments in to school for tuning any time the instrument needs it. Note: You will need to be a car rider when bringing your home instrument to school and picking it up from school. Parents may also contact the director to make to bring the instrument in for tuning.

GRADES

Grades will be calculated using points (total points). Each test, assignment, etc...will be given points based on the skill being evaluated or the event. Grades will consist of the following parts:

- Participation (relating directly to orchestral skills, technique, and performance)
- Playing Tests with Instruments (through Schoology and during class or a combination of the two)
- Written Tests
- Written Assignments (class and home)
- Concerts

PRACTICE

Progress on a musical instrument depends a great deal on what is achieved during **daily** home practice sessions. The rewards of playing a musical instrument increase in direct proportion to the number of hours invested in individual practice. The key is to set aside a designated time and place everyday for practice that is free from distractions. Stick to a consistent practice schedule and set goals for each individual practice session. A minimum of 30 minutes of practice at least 5 days a week is a good amount of practice time. As a student progresses, time and number of days should increase.

TOP TEN PRACTICE TIPS (MOLTO MUSIC)

1. Practice Often (Daily): Help your long-term memory.
2. Have Specific Goals: Create specific, attainable goals before you practice.
3. Begin with the Basics: Go over technique first. Always have a warm-up plan (scales etc...).
4. Focus on the Tough Stuff: Spend your time on what you cannot play. Turn fear into confidence!
5. Write it Down: Create a To-Do List. See your goals and accomplishment. Check them off as you complete each one.
6. Slow it Down: Muscle Memory, Minimizing Mistakes by learning it right the first time.
7. Break it Down: Identify musical sections. Don't always start at the beginning. Target problems areas first.
8. Use a Metronome: Always work on improving your time, keeping the beat steady. Keep the beat flowing and don't slow down on the difficult parts
9. Practice Away from Your Instrument: Visualize yourself playing successfully. Hear the music in your mind.
10. Accentuate the Positive: Use positive language while practicing. Focus on solutions, not problems.

HOW ORCHESTRA PARENTS CAN HELP

The Brownsburg Instrumental Music Program is a new adventure for your child. It is an opportunity not only to discover the pleasure of music, but also new disciplines, responsibilities, teamwork, self-esteem, and many other benefits. The most important ingredients for success in this venture are your encouragement, regular practice, and maintaining interest and enthusiasm. Your sincere interest and encouragement can mean success or failure for your child through the early learning stages.

1. **HELP YOUR CHILD REMEMBER WHICH DAYS ARE ORCHESTRA DAYS.** We are on an alternating day schedule and it can be difficult for beginners to remember what days to bring their instruments/music. Mark the days on the family calendar, agenda/passport books (provided by the school), check their practice sheets, and the purple/white schedule on the corporation website.
2. **BE GENEROUS IN ENCOURAGEMENT.** Take a positive attitude toward your child's efforts. Be constructive in your encouragement, not destructive. Even playful teasing can be devastating to a child's confidence and progress.
3. **SHOW INTEREST IN YOUR CHILD'S PRACTICE AND STUDY.** Show support by attending performances. Have your child play a short song or excerpt from music being played in class. This will also help boost their confidence for playing in front of their peers and audiences.
4. **PROVIDE YOUR CHILD WITH A MUSIC STAND AND TUNER.** This will help promote good posture and help them to play in tune better (intonation).
5. **VERY IMPORTANT: FINGERNAILS----**Make sure that all **fingernails** are kept **short**. Long nails WILL hinder the progress of the student. Having long nails causes bad hand position, finger dexterity (speed) issues, and intonation problems, just to name a few. Points will not be deducted for having long nails, **BUT points may be deducted based on the musical results that may occur as a result of fingernails being too long.**

CONTINUING ORCHESTRA BEYOND MIDDLE SCHOOL (MIDDLE TO HIGH SCHOOL)

Middle School Orchestra (grades 6, 7, and 8) is a pre-requisite for High School Orchestra. Participation from year to year is very important for the student's progress and musical development. Students must complete the middle school program in order to be in the high school program. We encourage you to think of orchestra as cumulative and long-term. We strongly encourage your participation through both the middle school and high school orchestra programs. Our high school director, Mr. Glen Hauger (ghauger@brownsburg.k12.in.us), works very hard getting to know students while they are in middle school, making the transition from middle to high school smoother. If you have any questions regarding the high school program, please contact Mr. Hauger at the email address listed above.

CONCERT DESCRIPTIONS AND EXPLANATIONS (Performances are part of the curriculum. Attendance required).
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Open Rehearsal/Fall Concert for 6th Grade Orchestras

This concert will be an “Informance” type of event. It features our 6th graders. We will discuss and showcase what we’ve learned up to the date of the performance. We will perform a variety of fun-filled songs.

5th Grade Recruitment Concert for 6th Grade Orchestras (*Subject to Change*)

6th Grade Band, Orchestra, and Choir students will perform for current 5th grade students. This concert will introduce the music programs offered in Brownsburg. The band and orchestra will demonstrate each instrument. These concerts take place during the school day in two concerts. West students will be transported to East for the concert. Parents are welcome to attend. *Subject to Change*

Fall Concert for Grade 7th & 8th Orchestras

Each orchestra will perform 2 to 3 musical selections (The goal is 3). Due to loss instruction during summer break, this concert will feature music that will review skills learned from the previous school year.

Contest-Concert for Grade 7th & 8th Orchestras

For this concert, we will also perform 3 musical selections. We will be evaluated by 3 adjudicators. They will evaluate the orchestra based on the Indiana and National State Standards for Performing Music. Each orchestra will receive an overall rating of Gold, Silver, Bronze, or Participation depending on the quality of the performance and how well the standards are met. This is considered to be the Instrumental Music Department’s version of I-LEARN/State Testing.

String Fever Preview Concert (Dress Rehearsal) for Grade 6 through 12 Orchestras

This run-through rehearsal is for the entire Brownsburg String Orchestra Program, Grades 6 through 12. Our guest conductor will meet our students, most likely for the very first time! All orchestras we will rehearse together as a mass orchestra and separately as grade-level orchestra.

String Fever Concert for Grades 6 through 12

This concert is the favorite of the year! Each orchestra, 6th, 7th, 8th, Chamber Orchestra, High School Orchestras, and High School Jazz Orchestra will be showcased and perform pop songs. A commissioned music composition, written specially for our Brownsburg Strings, will be performed for the very first time! This concert is open to the public.

ADDITIONAL PERFORMANCE OPPORTUNITIES <i>*Not required, but highly encouraged.</i>
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Brownsburg School Solo & Ensemble Contest Event (January 26, 2022)

This event is similar to the below ISSMA Solo & Ensemble Contest, but is open to all grades 6 through 12. Please read the information on ISSMA Solo & Ensemble for a description of the event.

ISSMA Solo & Ensemble Contest for Grades 7th & 8th and 6th Graders studying privately (February 5, 2022)

This event is hosted by the Indiana State School Music Association (ISSMA). This event is optional and does require a (1 student), trio (3 students), quartet (4 students), and large ensemble (7 to 20 students). Students arrange their own practice time after school. More complete information will be distributed in late October or early November.

Chamber Orchestra Side-by Concert with the Hendricks Symphony Orchestra (7th & 8th Grade Students)

This after school ensemble meets once a week after school. This orchestra is for students who desire additional music instruction and performances. In past years, Chamber Orchestra has performed at Solo and Ensemble Contest, String Fever, and with the Hendricks Symphony Orchestra.

All-Region Honors Orchestra (Recommended 7th & 8th Grade Students) November Date To Be Announced

Each year the Indiana American String Teachers Association (INASTA) sponsors an All-Region Orchestra for exceptional 7th and 8th grade orchestra students in central Indiana demonstrating a high level of performance and participation in orchestral activities. Orchestra members are **selected** from a written application, recorded audition, and director recommendation by the INASTA committee. Recommended students are encouraged to apply. More detailed information will be sent home at a later date.

Jazz Band

Any 7th or 8th grade Bass player looking to expand their music abilities and learn jazz should contact Mr. Brinkman, East's band director or Ms. Crawford for information.

Brownsburg Young Artist Competition: February 8, 2022

Open to all 7th and 8th soloists, this local contest is held following the ISSMA Solo & Ensemble Contest. All entrants receive a participation award. The first-place winners in each grade receive a full scholarship (tuition, room and board) to a summer music camp. To qualify, students must participate in the ISSMA Solo and Ensemble Contest to be eligible to compete in the Young Artist Competition.

CALENDAR/IMPORTANT DATES (all dates and times are tentative) Bold events are required.
August

16	BBOP Fall Fundraiser begins		
26	BBOP Meeting	7:30 PM	BHS Band Room
31	BBOP Fall Fundraiser orders and money due		

September

16	BBOP Meeting	7:30 PM	BHS Band Room
20	6th Grade Orchestra Open Rehearsal	6:00 PM	BEMS Cafetorium
20	BBOP Fall Fundraiser Pick-up	2:35-6:30 PM	BEMS Door 20

November

1	BBOP Winter Fundraiser begins		
15	7th & 8th Grade Fall Concert	6:30 PM	BEMS Cafetorium
16	BBOP Winter Fundraiser orders and money due		
18	BBOP Meeting	7:30 PM	BHS Band Room
19	ISSMA Solo & Ensemble Contest Form & Money Due	TBA	TBA

December

4	BBOP Breakfast with Santa	7:00 AM	BWMS Cafetorium
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January

20	BBOP Meeting	7:30 PM	BHS Band Room
24	BBOP Fundraiser begins		
28	Recruitment Concert (6th Grade Only)	TBA	BEMS Main Gym

February

2	Honors Recital	6:30PM	BHS
8	Brownsburg Young Artist Solo Competition	6:00 PM	BEMS Cafetorium
8	BBOP Fundraiser orders and money due		
17	BBOP Meeting	7:30 PM	BHS Band Room
23	BBOP Fundraiser Pick-up	2:35-6:30PM	BEMS Door 20
26	BBOP Garage Sale		BHS Cafeteria

March

10	BBOP Meeting	7:30 PM	BHS Band Room
16	7th & 8th Grade Contest Concert	6:30 PM	BEMS Cafetorium

April

21	BBOP Meeting	7:30PM	BHS Band Room
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May

11	Grades 6-12 String Fever Rehearsal	6:00 PM	BHS Varsity Gym
15	Grades 6-12 String Fever Concert	4:00 PM	BHS Varsity Gym
19	BBOP Meeting	7:30 PM	BHS Band Room

DO YOU NEED AN INSTRUMENT? HAVE YOU GROWN & NEED A LARGER SIZED INSTRUMENT?

Beginners: If you do not yet have an instrument, please contact **Paige's Music** to order an instrument, starter kit, and book (*Essential Elements Interactive*, Book 1-Orange). Be sure to get the book that matches the instrument you'll be playing. You may order online at www.paigesmusic.com, call them at 1-800-382-1099, or visit the store.

Knapp Music is another local music store that provides instrument rentals. You may also contact them to rent an instrument, but keep in mind that they do not make deliveries to the school (Paige's Music does make weekly deliveries).

****It is highly recommended that you DO NOT purchase an instrument online. If you decide to purchase online, please contact me and we can discuss recommended, quality brands. ****

Ordering a Larger Instrument

Your child will inevitably grow during their time in middle school orchestra. String instruments come in multiple sizes, so it is easy to order a larger size when the time comes. I will send a paper notification home with your child when I notice that they are outgrowing their current instrument size. This will let you know which new size to order from Paige's Music. It is important that you order the instrument as soon as possible, which will be delivered to school the following Thursday.

INSTRUMENT REPAIR INFORMATION

BROKEN STRINGS:

- When you break a string, DO NOT send your instrument to the music store – we can repair this at school. However, you will need to order a replacement string. It is important that orders are placed as soon as you notice the broken string.
- Please call Paige's Music to order a new string immediately (**no charge, if you are renting your instrument from Paige's.**)
- Paige's Music delivers and picks up items/repairs to Brownsburg Schools every Thursday, so the string can be delivered directly to your child's school. Orders must be made by the close of business on Wednesdays. **Paige's Music: 1-800-382-1099 (toll free) or 317-842-2102 (local); www.paigesmusic.com.**
- During your phone conversation, please include:
 - Student first and last name
 - The school they attend
 - Instrument and instrument size
 - Name of the string that is broken (E, A, D, G, or C)
 - Ask them to send the string with Mr. Matt Hicks, our Paige's representative on Thursday.

****If you are not renting from Paige's, you may still order a string from Paige's, but will need to pay for the string. You may also contact Knapp Music in Pittsboro, IN for your musical needs.****

OTHER REPAIRS:

- When something other than a string breaks, loaner instruments can be easily ordered (no charge) by calling Paige's Music at 1-800-382-1099 (toll free) or 317-842-2102 (local). Loaner instruments will also be delivered on Thursdays.

Additional supplies may be ordered and delivered to the school from Paige's Music for payment. Please visit the Paige's Music website or call Paige's to order supplies. You may also go to Knapp Music for assistance.

Brownsburg Middle Schools Private Lessons List 2021-2022

*The following teachers with the asterisk have been approved to teach private lessons in the Brownsburg Community Schools' In-House Lesson Program. These teachers come in during the school day to give lessons to students during their orchestra class. Each lesson lasts for approximately 30 minutes and the student still gets to participate in their orchestra class. The corporation set price for private lessons is \$20 per lesson (with one lesson per week).

Primary Brownsburg School: Middle Schools—these teachers will also travel to the high school

*Kathleen Swayze	Violin/Viola	violakeeper@gmail.com	317-459-4304
*Candida Wiley	Violin/Viola	didajane54@gmail.com	317-918-0359
*Ingrid Pierson	Cello/Bass	catbirdmusicstudio@gmail.com	847-970-0559

Primary Brownsburg School: High School—these teachers also will travel to the middle schools

*Kathy Hershberger	Violin/Viola	kathyhershberger@gmail.com	317-523-2333
*Eric Lakanen	Cello	lakanen.eric@gmail.com	-----
*Jufang Liu	Bass	jufangliu@yahoo.com	-----

After School Teachers-Outside of the School Day

The following teachers have had students in the Brownsburg orchestras. They DO NOT come in during the school day to teach. Some are doing in-person instruction as well as Zoom lessons. Please contact one of these well-qualified teachers for information on lessons. Prices will vary.

Natalie Gain (Avon, IN)	Violin/Viola/Cello	natalie@gainmusicacademy.com	317-775-1785
Bill Christoff (Brownsburg)	Violin/Viola	wcaptain1@yahoo.com	317-440-0780
Madison Power (Avon H.S.)	Violin/Viola	madison@powellmusicacademy.com	-----

If you have any additional questions regarding the school orchestra program, please contact your child's orchestra director.

Ms. Laura Crawford

East Middle School Orchestra Director

317-852-2386 Ext. 2383

lcrawford@brownsburg.k12.in.us

REWARD TRIPS

Each year a reward fun trip is planned for each orchestra. **The reward trips are open to all orchestra members who have no unexcused absences from any required performance or orchestra event AND no more than 2 documented referrals for the entire school year.** An excused absence is defined as a personal illness (bring a doctor's note when returning to school) or a family emergency. In the event of an absence, please contact your director at **317-852-2386 ext. 2383 (24hr voice mail) and leave a message before the scheduled REHEARSAL OR PERFORMANCE if the absence is to be excused.** The B.E.M.S. & B.W.M.S. Academic Eligibility Requirements also apply to fun and overnight trips. See the Student Handbook section of the Student Passport for complete details. Additional information about these reward trips will be sent home at a later date. **A unexcused missed concert after the reward trip has occurred may result in the cancellation of a make-up assignment.**

FUNDRAISING

Each year the boosters sponsor several fundraising events to meet the expenses incurred by the orchestra programs. A list of scheduled fundraisers and their start and end dates can be found in the calendar. Students may earn funds, to be used for trips, for their individual booster accounts. Please do your part in helping meet the orchestra's financial needs.

UNIFORMS

We will be wearing a "uniform" for many of the Brownsburg MS orchestra events. Shirt orders will only happen in the beginning of the school year and will be needed for the entirety of that school year.

7th & 8th Grade Dress Concert Dress Code:

- Shirt: Brownsburg Orchestras polo shirt (school provides)
- Pants: Black dress pants (students provide their own)
- Socks: Black socks (students provide their own)
- Shoes: Black dress shoes (students provide their own)

6th Grade Concert Dress Code:

- Shirt: Purple Orchestra Shirt (Courtesy of BBOP)
- Pant: Color to be announced soon (student provide their own pants)
- Socks: Any (student provide their own)
- Shoes: Any closed toed, closed heeled shoe (student provide their own)

IMPORTANT PARENT MEETINGS—Orchestra Parent Representation Wanted

What is BBOP (BROWNSBURG BAND AND ORCHESTRA PARENTS)?

Your child's participation in orchestra automatically enrolls you as a valued member of Brownsburg Band & Orchestra Parents (BBOP). This is a parent organization designed to assist the band and orchestra directors of Brownsburg and to enhance the musical experiences of students enrolled in the instrumental programs. **ORCHESTRA PARENTS ARE IN HIGH DEMAND.** If your schedule allows, please attend the meetings below and see how your talent can be utilized in BBOP. A schedule is listed below.

2021-2022 BBOP Meeting Schedule (All meetings start at 7:30PM in the BHS Band Room)

- August 19
- September 16
- November 18
- January 20
- February 17
- February 27 (BBOP Garage Sale @ BHS. Volunteers and items needed prior to this date)
- March 17
- April 21
- May 19



**Brownsburg East Middle School Orchestra Handbook (All Grades)
Acknowledgement of Receipt**

White Classes: Due Thursday, August 5, 2021

Purple Classes: Due Friday, August 6, 2021

We hereby acknowledge that we have received a copy of the 2021-2022 Orchestra Handbook for review. We have read the handbook and agree to comply with its provisions. We understand that the dates and events listed are tentative and subject to change. These dates are part of our curriculum and attendance is expected. Please add these dates to your personal calendar.

9-20-21	6 th Grade Open Rehearsal	6:00 PM	BEMS Cafeteria
11-15-21	7 th & 8 th West Orchestra Concert	6:30 PM	BMMS Cafeteria
1-29-22	6 th Recruitment Concert for 5 th Grade	9:30 & 10:15 AM	BEMS Gym
3-16-22	7 th /8 th Grade EAST Orchestra Concert	6:30 PM	EAST Cafetorium
5-11-22	6th-12th Orch. String Fever Rehearsal	6:00-8:00 PM	BHS Varsity Fieldhouse
5-15-22	6 th -12 th Orch. String Fever Concert	4:00 PM	BHS Varsity Fieldhouse

Please fully complete this form.

Student

Student Name Printed

Student Signature

Circle Grade: 6 7 8

Circle Period 2 3 4 5 6

Circle Day: Purple White



Parent

Parent/Guardian Name Printed

Parent/Guardian Signature

Phone Number

Parent Email Address


Child's Shirt Size (adult sizes) **S** **M** **L** **XL** **2XL**


Parent

Parent/Guardian Name Printed

Parent/Guardian Signature

Phone Number

Parent Email Address

Return this form by Thursday, August 5th (White Classes) or Friday, August 6th (Purple Classes)