



School Administrators And Counselors: What You Can Do To Build And Maintain A Quality Music Program In Your Middle School

Staffing

- Enlist support from music specialists in hiring music teachers.
- Include music-specific pedagogy questions in the interview process.
- Ask for video recordings of the applicant leading a rehearsal and/or performance.
- Ask final candidates to lead a rehearsal in front of students.
- Hire teachers specifically prepared for the area in which they will be teaching.

Recruiting Mechanics

- Plan for your primary music recruiting to occur in the prior Spring.
- Allow music teachers to visit elementary school 5th grade classes in the Spring.
- Consider Fall recruitment events in addition to Spring recruiting.
- Work with music faculty to insure a well-planned, unified recruiting effort.
- Provide needed materials and budget for music faculty and counselors.
- Keep enrollment window open longer.
- Work with principals from feeder schools to organize recruiting events.

Scheduling

- Music classes require active participation between all students in the class.
 - Instrumentation, voice part, and ability level are important factors that affect student learning. Year-long music courses are essential to build skills and knowledge to prepare for high school music classes.
- Collaborate with music teachers to schedule students in the appropriate class.
- Auto-enroll current students into the same music class each year.
- Only place students in classes who have a prerequisite or the instructor's permission.
- Schedule students into music classes in a timely manner.
- Educate counselors/registrar on the importance of music and ability placed scheduling.

Communication

Create a dedicated music website for rising 6th graders or an easy-to-find music page on the school website.

Assign an office/counseling staff member to answer all music related questions.

Make contact lists from elementary schools available to middle school teachers.

Make all affected teachers aware of dates and deadlines as early as possible.

Hold an assembly for rising 6th graders to showcase music programs.

Make teachers aware before students are dropped from a music class.

Advertise recruiting on all school social media sites.

Promote the success of music programs throughout the school and community.

Separate music classes from exploratory classes in describing course offerings.

Support

Encourage all students to join a music program - Ask "Which music class do you want to join?", rather than "Do you want to join a music class?"

Work to avoid student drop-outs by scheduling students in the appropriate class and discussing issues with the music teachers before dropping a student.

Make sure all music programs have equal opportunities and resources in recruiting.

Attendance by administrators at recruiting events and concerts

Facilitate collaborations with feeder schools.

Support performance opportunities and field trips outside the school building.

For more details and assistance in implementing these best practices, please consult with your school's music teacher, district Fine Arts supervisor, or use this form to contact GMEA:

<https://www.gmea.org/contact>