

A black and white photograph of an orchestra serves as the background. Several musicians are visible, including a violinist in the upper center and a cellist in the lower left. The image is partially obscured by two large, overlapping circles: a light gray one on the left and a yellow one on the right.

**2023/2024 SY**

**EPISD Fine Arts Department**

**EPISD  
TEACHER  
WELCOME  
PACKET**

**INSTRUMENTAL MUSIC**

Mark Saenz, Facilitator

# INSTRUMENTAL MUSIC

DISCIPLINE      EXCELLENCE      LEADERSHIP

EPISD Fine Arts Department  
4864 Doniphan Dr,  
El Paso, TX 79922  
(915) 230 - 3517

## ***New Year New Opportunities***

*As you begin your year, we hope you are looking for the many opportunities that are in front of you to make this the best year ever for you and your students. We here in the fine arts office stand ready to support you and your students to reach for the stars. The study of music has taught us to set high standards, to never settle for less than our best, and there is always something to improve. Take these values into your classroom and watch your students meet and exceed your goals for them.*

*When we empower our students with differentiated instruction focused on their needs they will respond with enthusiasm and effort. Put them first, ignore the distractions of scheduling and funding challenges and create a class environment that is focused on them getting out of their comfort zone, and growing into the amazing human beings that we know they can be. You are important and the work you do with our students is the most important job for our district. Believe in yourself and your students to meet the challenges of the day. Always know you have us in the fine arts department to support you on this worthwhile journey for our students.*

*I encourage you to plan ahead and create a checklist of to do items for every event to make sure your students get all they need to be successful. This teacher welcome packet will hopefully provide some prospective and help you develop a plan for a successful year! I wish you the best of luck this year and as always if you need anything please do not hesitate to reach out to your Fine Arts Department for help.*

*Musically yours,*

**Mark Saenz**

**EPISD Instrumental Music**

# MAKE THEM IMPORTANT!

Fine Arts Department  
4864 Doniphan Drive  
El Paso, TX 79932

# IMPORTANT ITEMS

01

## **YEAR AT A GLANCE**

Important dates and event and contests deadlines you will need to know about the upcoming school year.

02

## **TO DO LISTS & ANNOUNCEMENTS**

A quick list of to do items for Fine Arts.

03

## **FINE ARTS SUPPORT AND OUTREACH**

In this section we will show you how fine arts can best help you and some announcements for new programs.

04

## **TEACHER SUPPORT**

Curriculum and instruction is the single most important piece to any successful music program. This will help you gain access to the many resources EPISD fine arts will provide to help you grow your skills and develop the best curriculum plan for your students.



# YEAR AT A GLANCE

## BAND & ORCHESTRA GUITAR & MARIACHI

### FALL SEMESTER

#### August

- Classroom scheduling
- Instrument check out
- Instrument testing for beginning band
- Attend TMEA/ UIL Meeting - Fall Meeting
- Reserve Facilities for all concerts and rehearsals
  - District Website: <https://episd.schoolspace.us/home>

#### September

- All Region Jazz
- Marching Band Contests

#### October

- Marching Band Contests
- Area & State Marching Band Contests

#### November

- HS Orch All Region Tryouts
- MS All Region Band
- HS All Region Jazz Performances
- Thanksgiving Day Parade (Highly recommended to give back to your community)

#### December

- HS All Region Band Tryouts
- Recruitment Visits & Concerts at Feeder Schools
- Holiday Concerts -Side by Side concert opportunity with feeders

### SPRING SEMESTER

#### January

- HS TMEA Area Tryouts - Midland/ Odessa Trip
- HS All Region Band/ Orchestra
- HS Region Mariachi Festival (UIL)
- Recruitment instrument testing or presentations at feeder schools
  - Collect interested student info and send recruitment packets to student families

#### February

- MS All Region Jazz Band Tryouts
- Turn in preliminary interested list for pre-registered students to your campus admin
- HS UIL Solo & Ensemble Contest (UIL)
- TMEA All State Student & Teacher Convention
  - (Great Professional Development Opportunity)
- MS & HS Jazz Contests (EPISD & UIL)
- HS State Mariachi Festival (UIL)
- MS Orchestra Contests (EPISD & UIL)
- HS Orchestra Contests (EPISD & UIL)
- MS Band Contests (EPISD)

#### March

- HS Orchestra Contests (UIL)

#### April

- MS & HS Band Contests (UIL)

#### May

- MS Solo and Ensemble Contest (EPISD)
- MS Beginning Band Festival (EPISD)
- HS Guitar Festival (EPISD)
- End of The Year Concerts - Side by Side Concert Opportunity with Feeders
- Instrument Check In/ Check out for summer
- Finalize list for preregistered students with counselors

# 02 TEACHER FORMS

## TEACHER CONTACT FORM

**DUE FRIDAY, JULY 30, 2021**

- Welcome back we are so excited you will be part of the be Instrumental Music programs in the area!!
- In order for us to maintain contact with you please fill out the following form
- [Contact Information Form](#)
- Or scan the QR Code to the right with your phone.



## TEACHER SCHEDULE FORM

- Please update your schedule for our office
- This helps us plan visits accordingly.
- Send updated schedule to EPISD Schoology page
- More info coming soon.

## INSTRUMENT WEEBLY FORMS

- Instrument Rental Forms
- Damage and Waiver Forms
- Bus requests Forms



# 02

# DISTRICT CONTESTS

## **EPISD MARCHING BAND INVITATIONAL SEPTEMBER 30, 2023**

**ENTRIES DUE AUGUST 30, 2023**

- Marching Band Contest
- Mandatory for All EPISD HS Marching Bands
- <http://episdmarchinginvitational.weebly.com>

## **EPISD JAZZ FESTIVAL FEBRUARY 15-16, 2024**

**ENTRIES DUE JANUARY 15, 2024**

- EPISD Jazz Contest open to all EPISD programs.
- <https://episdinstrumentalmusic.weebly.com/contests.html>

## **EPISD MIDDLE SCHOOL ORCHESTRA EVALUATION**

**FEBRUARY 20-21, 2024**

**ENTRIES DUE JANUARY 20, 2024**

- Mandatory contest for all EPISD MS Orchestra programs.
- <https://episdinstrumentalmusic.weebly.com/contests.html>

## **EPISD HIGH SCHOOL ORCHESTRA EVALUATION FEBRUARY 27, 2024**

**ENTRIES DUE JANUARY 27, 2024**

- EPISD Jazz Contest open to all EPISD programs.
- <https://episdinstrumentalmusic.weebly.com/contests.html>

**02**

# **DISTRICT CONTESTS**

## **EPISD MIDDLE SCHOOL BAND EVALUATION FEBRUARY 29, 2024**

**ENTRIES DUE JANUARY 29, 2024**

- Mandatory contest for all EPISD MS Band programs.
- <https://episdinstrumentalmusic.weebly.com/contests.html>

## **EPISD HIGH SCHOOL BAND EVALUATION APRIL 8, 2024**

**ENTRIES DUE MARCH 8, 2024**

- Mandatory contest for all EPISD HS Band programs.
- <https://episdinstrumentalmusic.weebly.com/contests.html>

## **EPISD MIDDLE SCHOOL SOLO & ENSEMBLE CONTEST MAY 4, 2024**

**ENTRIES DUE APRIL 4, 2024**

- Mandatory contest for all EPISD MS Band & Orchestra programs.
- <https://solo-ensemble.net>

## **EPISD BEGINNING BAND, ORCHESTRA & CHOIR FESTIVAL MAY 14-16, 2024**

**ENTRIES DUE APRIL 14, 2024**

- Mandatory contest for all EPISD HS Band programs.
- <https://episdinstrumentalmusic.weebly.com/contests.html>

03

# FINE ARTS IMPORTANT NUMBERS

## EPISD INSTRUMENT SHOP

**(915) 230 - 3523**

### Contact List

- Mark Manago - Piano Technician - [mamanago@episd.org](mailto:mamanago@episd.org)
- Freddy Navarette - Senior Musical Instrument Repairman - [avnavarr@episd.org](mailto:avnavarr@episd.org)
- Tony Sublasky - Musical Instrument Repairman - [asublaskl@episd.org](mailto:asublaskl@episd.org)
- Jose "Joe" Villa - Musical Instrument Repairman - [jivilla@episd.org](mailto:jivilla@episd.org)
- Roy Lopez - Musical Instrument Repairman - [rxlopez5@episd.org](mailto:rxlopez5@episd.org)
- Ruben Carmona-Montes - Musical Instrument Repairman - [jivilla@episd.org](mailto:jivilla@episd.org)

## EPISD MUSIC LIBRARY

**(915) 230 - 3522**

### Contact

- Jackie Nunez- Senior Clerk - [rcorrea@episd.org](mailto:rcorrea@episd.org)
- Music can only be checked out for the school year.
- Teachers must turn in all music library items before the end of the school year.

## DIGITAL MEDIA SPECIALIST

**(915) 230 - 3525**

- AJ Cueto, our digital media specialist (DMS) will assist you in helping publicize your events and student accomplishments.
- Please schedule your performances or special events with AJ!!
- Email: [ajcueto@episd.org](mailto:ajcueto@episd.org)

## THEATER MANAGER AND TECHS

**(915) 230 - 3509**

- EPISD Fine Arts Theater Manager is Mr. Javier Aguilera
  - [jaaguile@episd.org](mailto:jaaguile@episd.org)

## FINE ARTS LEADERSHIP

**(915) 230 - 3509**

- Phillip Barraza, Director of Fine Arts - [fbarra1@episd.org](mailto:fbarra1@episd.org) - (915) 230 - 3514
- Crotte, Samantha, Program Assistant - [scrotte@episd.org](mailto:scrotte@episd.org) - (915) 230 - 3514
- Andrea Smith, Visual Arts Facilitator - [absmith2@episd.org](mailto:absmith2@episd.org) - (915) 230 - 3516
- Erin Evans, Vocal Music Facilitator - [eaevans@episd.org](mailto:eaevans@episd.org) - (915) 230 - 3518
- Mark Saenz, Instrumental Music Facilitator - [msaenz@episd.org](mailto:msaenz@episd.org) - (915) 230 - 3517



# 04

# TEACHER SUPPORT

## EPISD INSTRUMENTAL WEEBLY SITE

- Use this website to access district forms, contest websites, advocacy tools and so much more.
- Link: <https://episdinstrumentalmusic.weebly.com>

## SCHOOLGY INSTRUMENTAL MUSIC RESOURCE GROUP

- This schoology community is a place for collaboration and sharing ideas.
- Enter Schoology- <https://episd.schoology.com>
- Click on "**Groups**" on the top bar of your home page
- Click on "**My Groups**" link on the top right of the page
- Select the "**Join Group**" button on the right side of the page
- Enter code: **SSWG-KKQX-TSG4P**

## CURRICULUM FOLDER

- Begin creating your own lessons using the district's curriculum and pacing calendar templates.
- Cloud folder providing resources to help you develop a strong curriculum plan.
- Link: [Instrumental Music Curriculum Folder](#)

## RECRUITMENT & ADVOCACY FOLDERS

- Begin developing your own recruitment plan using our department's resources.
- Learn to grow your program!!
- Link: [Recruitment Folder](#)
- Advocacy folders help you communicate, build relationships, and suggest solutions to your campus admin for common fine arts challenges.
- Link: [Advocacy Folder](#)