

I.M. TERRELL ACADEMY FOR STEM AND VISUAL AND PERFORMING ARTS  
VPA COVID PROTOCOLS

---

I.M. TERRELL PIANO DEPARTMENT

VIRTUAL PERFORMANCE/REHEARSAL PROTOCOLS

Timothy Brendler, Director of Piano/Music Theory and VPA Academy Chair

---

What: Recordings of piano students for later streaming or publication.

When: During class time at I.M. Terrell

Where: In the piano lab and down on the Steinway D in the PAC (and anywhere there is a keyboard for that matter) we are following the protocols set forth by the Steinway and Sons company.

Only one student is currently rehearsing on the Steinway D, but we'll begin a more regimented routine for that instrument once it starts to be used by more students and staff.

How: Everything for piano (end of semester recitals and juries) will be happening virtually.

I'll have students record in the IMT Performing Art Center (PAC), one at a time when they are here on campus (or from home on their instruments if they feel more comfortable there) and I'll compile the videos into a showcase that I'll screenshare for a live performance.

COVID Protocols: Masks worn by all. Students complete FWISD Check-in procedures upon entering the campus. Students are washing and sanitizing their hands before and after use, and wiping down the keyboards with a microfiber cloth that is dampened with hydrogen peroxide which is safe for the keys.

For any rehearsals or performances that run until after school, we ask that parents stay present, until their child has cleared the temperature check. Timely parent pick-up is essential during this COVID season.

Restrooms across from the dressing rooms are the only restrooms available for use during rehearsals/performances in the PAC. Security and custodial personnel will be notified of these rehearsal times. Mr. Brendler will notify Mr. Clarence Taylor, Head Custodian, of when these rehearsals occur, so that the COVID campus cleaning schedule may be adjusted to occur after rehearsals.

I.M. TERRELL ACADEMY FOR STEM AND VISUAL AND PERFORMING ARTS  
VPA COVID PROTOCOLS

I.M. TERRELL INSTRUMENTAL MUSIC DEPARTMENT  
VIRTUAL PERFORMANCE/REHEARSAL COVID PROTOCOLS:

Hunter Lewis, Director of Instrumental Music

---

What: Smaller, Chamber Orchestra Rehearsals: I.M. Terrell Varsity Orchestra group will be split into two smaller orchestras for the sake of social distancing and safe practices. Added benefits include increased listening awareness among students and increased accountability for students. Students will need to be fully prepared for each rehearsal. As the groups are smaller, each person is more accountable to the overall sound of the group.

When: Rehearsals will be each Tuesday and Thursday through December 18.

(Time: 5:00 – 6:30 pm)

Group A will meet on Tuesdays, and Group B will meet on Thursdays.

Group A Rehearsal Dates: October 20, 27, November 3, 10, 17, December 1, 8, 15

(December 15th will be the recording date)

Group B Rehearsal Dates: October 22, 29, November 5, 12, 15, December 3, 10, 17

(December 17th will be the recording date)

Where: In the PAC auditorium, on the stage.

How: Instrumental directors will instruct students in a smaller ensemble to accommodate the COVID protocols and continue to monitor student instrumental growth.

COVID Protocols:

I. Number of students involved in the performance/rehearsal.

A. After polling our Varsity students, there were 20 students interested in coming to school once a week for rehearsal together. Our plan is to split the Varsity Orchestra into two smaller chamber groups. Group A will rehearse on Tuesdays (10 students), and Group B will rehearse on Thursdays (11 students). Each Group will be working on a different piece of music.

B. Group A: 10 Students

C. Group B: 12 Students

Note: Solos recorded on PAC in early December one student at a time with an accompanist.

# I.M. TERRELL ACADEMY FOR STEM AND VISUAL AND PERFORMING ARTS VPA COVID PROTOCOLS

## I.M. TERRELL INSTRUMENTAL MUSIC DEPARTMENT VPA COVID PROTOCOLS

---

### II. PPE used for COVID-19 protocols. (Masks, Face Shields, etc.)

A. Students and Directors will be required to use masks while in the building for rehearsals, standard with current CDC guidelines and Governor Abbott's Masking Order. Face Shields are permitted but not required for both students and directors.

### III. PPE used for instruments (instrument masking, partitions, materials for brass instruments with spit valves., etc.)

A. This proposal for Orchestra does not include instruments with mouthpieces or spit valves. Standard 2-ply masks must be worn by everyone participating.

### IV. Distancing between students and director. (Six feet or more required)

A. Each individual will be six feet away from other students and directors at all times. Chair locations will be marked on the floor with tape to ensure proper social distancing. Students will remain in their chairs for the duration of the rehearsal.

### V. No additional partitions needed for students/director.

VI. The auditorium does not use portable ventilation equipment, nor does it use fans. The auditorium is part of the central ventilation system installed in the VPA building at I. M. Terrell. All exterior hall doors to the PAC will be opened to allow for greater air flow throughout the auditorium.

### VII. Prior to performance or rehearsal, the temperature taking/ hand sanitization protocols.

A. Students will have their temperatures taken by Mrs. Schramm before entering the building. Students will enter through the front of the VPA building, where Mrs. Schramm will take each student's temperature prior to each student being allowed to enter. Students with an elevated temperature will not be allowed into the building or rehearsal space. Parents will be asked to wait for students to pass their screening before leaving campus premises.

B. Students will use the hand sanitizing station located by the front door to cleanse their hands before moving to the rehearsal space. Students will be asked to only use one pump of hand sanitizer.

C. Upon leaving the building, students will be able to use the hand sanitizing station once more.

D. We ask that parents stay present, until their child has cleared the temperature check. Timely parent pick-up is essential during this COVID season.

# I.M. TERRELL ACADEMY FOR STEM AND VISUAL AND PERFORMING ARTS VPA COVID PROTOCOLS

## I.M. TERRELL INSTRUMENTAL MUSIC DEPARTMENT VPA COVID PROTOCOLS

---

### VIII. Rehearsal Length and Overview:

#### A. Rehearsal Plan:

1. Students are screened and enter the building at 4:45pm on their assigned day of the week
2. Students go to the auditorium.
3. Students are directed to their assigned seats by Mr. Lewis.
4. Students find their seats and unpack their instruments.
5. Students tune and warm up while everyone is arriving.
6. Rehearsal begins at 5:00 and ends at 6:30pm with approval by Mr. Dick Clardy, FWISD Instrumental Director.
7. Students are given 3 minutes to pack up their instruments.
  - a. Students returning to campus the next day may place instruments in their assigned lockers if they so choose.
  - b. Bass players will put their instruments in their bass lockers. (These are school instruments. They have their own practice instrument at home).
  - c. All other students will take their instruments home with them.
8. Mr. Lewis and Mrs. Schramm will escort all students back to the front of the school for pick up at 6:30pm.

### IX. Procedures for sanitizing music stands, Ballet Barres, props, costumes, makeup rooms, sets, uniforms, etc.

- A. All Music stands and chairs will be wiped down with disinfectant wipes or spray PRIOR to students arriving for rehearsal.
- B. All music stands and chairs will be wiped down with disinfectant wipes or spray immediately following the dismissal of students.

### X. Signage and messaging to participants about COVID protocols.

- A. We will utilize the current signage in place in the VPA building to help direct traffic and remind students to wear their masks/social distance.  
We will add an in and out sign for the auditorium to provide distinction and get rid of two-way traffic.
- B. Every student will be emailed a copy of this plan once approved.  
Each student and guardian will acknowledge a google form stating that they have been given our plan and agree to the terms. Students who do not sign the form will not be permitted to participate until they have done so.

### XI. Use multiple entrances and exits and discourage crowded waiting areas.

- A. Students will not have any congregating occur with this plan. Students will move quickly from one station to the next, with no time in between.
- B. Students will enter the auditorium from the front-right door (directly across from the stairs).
- C. Students will exit the auditorium from the side door (leading directly to the down-only staircase).

# I.M. TERRELL ACADEMY FOR STEM AND VISUAL AND PERFORMING ARTS VPA COVID PROTOCOLS

## I.M. TERRELL INSTRUMENTAL MUSIC DEPARTMENT VPA COVID PROTOCOLS

---

XII. Provide physical guides, such as tape on floors or sidewalks and signs on walls, to ensure that individuals remain at least 6 feet apart in lines and at other times (e.g., guides for creating one-way routes).

A. We will utilize the current signage posted in the VPA building regarding:

1. Masking
2. Social Distancing
3. Staircase Directions

B. Chair placement will be taped on the floor of the rehearsal room to ensure proper distancing.

C. Students will enter the auditorium from the front-right door (directly across from the stairs).

D. Students will exit the band hall from the side door (leading directly to the down-only staircase).

XIII. Include any applicable credible research that supports your "in person" student performance.

A. We will be recording our performance so that there is not a "live audience."

B. COVID and Instrumental Music Links:

<https://www.colorado.edu/today/2020/10/14/aerosol-research-instrumental-getting-musicians-back-playing-safely>

<https://smt.d.colostate.edu/reducing-bioaerosol-emissions-and-exposures-in-the-performing-arts/>

XIV. Security and custodial personnel will be notified of these rehearsal times. Mr. Lewis will notify Mr. Clarence Taylor, Head Custodian, of when these rehearsals occur, so that the COVID campus cleaning schedule may be adjusted to occur after rehearsals.

XV. Restrooms across from the dressing rooms are the only restrooms available for use during rehearsals/performances in the PAC.

Why: These rehearsals will serve as an opportunity for students to reconnect with their peers, in an effort to support Social-Emotional Learning. These rehearsals will also allow us to shift our focus to standard repertoire for Orchestra. Up until this point, and continuing forward, students have been focused on building techniques and fundamentals, as well as solo repertoire. Chamber Orchestra Rehearsals will allow students to return to the growth of their rehearsal skills and etiquette.

I.M. TERRELL ACADEMY FOR STEM AND VISUAL AND PERFORMING ARTS  
VPA COVID PROTOCOLS

I.M. TERRELL VOCAL MUSIC DEPARTMENT

VIRTUAL PERFORMANCE/REHEARSAL COVID PROTOCOLS:

Mary Margaret Soknich, Director of Vocal Music

---

What: After-School Vocal Rehearsals and Performances during COVID-19

*NOTE: This proposal only includes events for the 2020 Fall Semester. A new proposal will be made for events taking place during the 2021 Spring Semester.*

When/ Where:

11/16 - Choir Rehearsal, 3:30-4:30pm (Choir Room, Outside)  
11/17 - Terrell 12 Recording, 3:30-5:00pm, (PAC)  
11/18 - Choir Rehearsal, 3:30-4:30pm (Choir Room, Outside)  
11/19 - Terrell 12 Recording, 3:30-5:00pm (PAC)  
11/20 - Terrell 12 Recording, 3:30-5:00pm (PAC)  
11/30 - TMEA Choir Recording, 4:00-5:45pm (PAC)  
12/01 - TMEA Choir Recording, 4:00-5:45pm (PAC)  
12/02 - TMEA Choir Makeup Recording, 4:00-5:45 (PAC)  
12/08 - Choir Recording, 3:30-5:00pm (PAC and Outside)  
12/10 - Choir Recording, 3:30-5:00pm (PAC and Outside)

How: Description of Events and COVID Protocols

- I. Winter Choral Performance
  - A. Less than 30 minutes of music
  - B. Performed and recorded in the PAC
  - C. Requires 1-2 rehearsals before recording day
  - D. Rehearsals may be longer than 30 minutes indoors as long as no more than 30 minutes of actual singing time take place (including warm ups) With approval by Mrs. Dinah Menger, FWISD Vocal Music Director.
  - E. Requires 1-2 days of recording, depending on which choirs record
  - F. Only 1 rehearsal/performance will take place each day to allow for proper recirculation
  - G. Students will perform while spaced out in the audience area for efficient social distancing. The director and accompanist (if needed) will be on stage. This is arrangement is loosely based on UNT's upcoming choral performance, which will be livestreamed on Tuesday 10/20/2020. (See picture.)

# I.M. TERRELL ACADEMY FOR STEM AND VISUAL AND PERFORMING ARTS VPA COVID PROTOCOLS

## I.M. TERRELL VOCAL MUSIC DEPARTMENT VPA COVID PROTOCOLS

IN ONE WEEK: Next Tuesday evening at 7:30, the A Cappella Choir becomes the first University of North Texas ensemb... See More



### II. Winter Solo Performance

- A. 2-5-minute performance
- B. Performed and recorded by individuals in the PAC
- C. 10 minutes of practice/soundcheck before 20 minutes of recording time
- D. Performer will be unmasked on stage. There will only be one student at a time in the PAC. All other people in the room (sound technician in sound booth, director in house behind plexiglass, and accompanist behind performer if needed) will be masked.
- E. This process is similar to the recorded audition process that Choir recently completed.
- F. Only 1 performance will take place each day to allow for proper recirculation.
- G. Only a select, small group of students will be involved in this project.

III. Number of students involved: No more than 25 students will be involved in any one recording session.

### IV. PPE used for COVID-19 protocols (masks, face shields, etc.)

- A. Masks are required before, after, and during rehearsal/performance.
- B. Face shields are required if rehearsing indoors. Face shields are not required outside because these spaces allow for better circulation of air and more social distancing. On the day of the performance in the PAC, face shields will not be required while recording.
- C. Distancing between students and director. (Six feet or more required.)
- D. There will be a distance of 8 ft or more between persons involved.

# I.M. TERRELL ACADEMY FOR STEM AND VISUAL AND PERFORMING ARTS VPA COVID PROTOCOLS

## I.M. TERRELL VOCAL MUSIC DEPARTMENT VPA COVID PROTOCOLS

- E. Any additional partitions provided for students/director
  1. A plexiglass partition will be available to the accompanist, if needed. If the director is in the audience while recording, the director will have a partition
- F. If inside, provide information for air handling/recirculation, fans, etc.)
  1. Only one performance/rehearsal will take place a day in order to ensure proper air circulation after the space is used.
- G. Prior to performance or rehearsal, the temperature taking / hand sanitization protocols
  1. All students will have their temperature taken before entering the building.
  2. Students will sanitize hands upon entering and exiting.
- H. Limit required of no more than 30 minutes for the performance/rehearsal
  1. Per the latest research (see below) there may be more than 30 minutes of rehearsal time as long as we are outside and there is a 5-minute break between the blocks of 30-minute active singing time (including singing by director, choir, or both.) With approval from Mrs. Dinah Menger, FWISD Vocal Director.
  2. If indoors, the rehearsal may last longer than 30 minutes so long as there are only 30 minutes of active singing time (including singing by director, choir, or both). The active singing time would take place in the later portion of the rehearsal. The beginning of the rehearsal may consist of practicing logistics or testing sound equipment.
- I. Procedures for sanitizing music stands, props, equipment, etc.
  1. Anything chairs/stands/equipment students touch will be sanitized immediately after use
- J. Signage and messaging to participants about COVID-19 protocols.
  1. These signs are posted in Building 3.
- K. Use multiple entrances and exits and discourage crowded waiting areas
  1. Students will enter the rehearsal/performance space individually.
  2. Students will use multiple exits to leave the rehearsal/performance space.
- L. Restrooms across from the dressing rooms are the only restrooms available for use during rehearsals/performances in the PAC.
- M. Provide physical guides, such as tape on floors or sidewalks and signs on walls, to ensure that individuals remain at least 6 feet apart.
- N. If indoors, each student's socially distanced spot will be marked with painter's tape or stage tape. If outside, each student's socially distanced spot will be marked with sidewalk chalk.
- O. We ask that parents stay present, until their child has cleared the temperature check. Timely parent pick-up is essential during this COVID season.
- P. Sources and Research
  1. <https://www.nfhs.org/articles/unprecedented-international-coalition-led-by-performing-arts-organizations-to-commission-covid-19-study/>
  2. <https://www.nfhs.org/media/4030003/aerosol-study-prelim-results-round-2-final.pdf>
  3. VPA Recommendations on Fall Activities 2020 pdf (available upon request)
- Q. Security and custodial personnel will be notified of these rehearsal times. Mrs. Soknich will notify Mr. Clarence Taylor, Head Custodian, of when these rehearsals occur, so that the COVID campus cleaning schedule may be adjusted to occur after rehearsals.

I.M. TERRELL ACADEMY FOR STEM AND VISUAL AND PERFORMING ARTS  
VPA COVID PROTOCOLS

I.M. TERRELL THEATRE DEPARTMENT

VIRTUAL PERFORMANCE/REHEARSAL COVID PROTOCOLS

Bentleigh Nesbit, Director of Theatre

---

What: Theatre Department after school rehearsals, recordings and performances.

Total number of students: Junior Show (10: 2 Virtual / 8 In-Person)

Sophomore Show (13: 2 Virtual / 11 In-Person)

When: Three in person rehearsals: 4:00 – 5:30 Length of rehearsal/performance approved by Mr. Glen Bennett, FWISD Theatre Director.

Dates:

Junior After School Rehearsal Dates: November 10-12

Junior After School "Performance" Date (Recording): November 13

Sophomore After School Rehearsal Dates: December 8-10

Sophomore After School "Performance" Date (Streaming): December 11

Where: Black Box, PAC Auditorium

COVID Protocols:

- I. PPE: Face shields (optional) and masks (required) worn always backstage and on stage.
- II. Social Distancing: Director will be at a predesignated spot in front of the stage at least six feet from the students. Also utilizing the backstage hallway for students when off stage.
- III. Air circulation: Backstage doors/ rolling door to the hallway open.
- IV. Prior to performance and rehearsals, student temperatures will be taken before they enter the PAC.
- V. Rehearsals / performances no longer than one hour and thirty minutes. Approved by Mr. Glen Bennett, FWISD Theatre Director.
- VI. Procedures for sanitization: Students will be providing their own costumes and makeup and will not be using the dressing rooms. The set will be sanitized after every rehearsal using Lysol spray. No shared props will be used, and all props will be sanitized after rehearsal. (Sophomore show students will be wearing gloves).

I.M. TERRELL THEATRE DEPARTMENT VPA COVID PROTOCOLS

---

- VII. Signage and messaging to participants about COVID protocols: Signage will be in place backstage with our specific COVID guidelines
- VIII. Multiple entrances and exits will be used to get on and off stage. Students will be released to get personal items for black box in groups/individually
- IX. Provide physical guides, such as tape on floors or sidewalks and signs on walls, to ensure that individuals remain at least 6 feet apart in lines and at other times (e.g., guides for creating one-way routes).
- X. Students will always be blocked to be six feet apart using tape as a mark for stage positions. Each student will be assigned a backstage mark that is always six feet apart from other students to ensure social distancing on and off stage.
- XI. Restrooms across from the dressing rooms are the only restrooms available for use during rehearsals/performances in the PAC.
- XII. We ask that parents stay present, until their child has cleared the temperature check. Timely parent pick-up is essential during this COVID season.
- XIII. Security and custodial personnel will be notified of these rehearsal times. Ms. Nesbit will notify Mr. Clarence Taylor, Head Custodian, of when these rehearsals occur, so that the COVID campus cleaning schedule may be adjusted to occur after rehearsals.

I.M. TERRELL DANCE DEPARTMENT

VIRTUAL PERFORMANCE/REHEARSAL COVID PROTOCOLS

Christen Reyes, Dance Department Director

---

What: Terrell Dance Fall Performance

When: November 19, 2020

Where: The parking lot across from campus. We will perform and film the repertoire the first week of November in the PAC, edit and have ready for projection by the 12th. Projected on a big screen for a “Drive In Performance” which supports COVID protocols.

COVID Protocols:

- I. Number of students: There are a total of 18 dancers in the ensemble. Every piece does not include all 18 dancers. There will be no more than 12 dancers on stage for each dance.
- II. Social Distancing: Instructors will reconstruct the repertoire so that each dancer maintains 6 feet in distance, eliminate partnering, and change floorwork so that social distancing and perspiration are monitored.
- III. Masks: The Terrell Dance Union will be purchasing nude performance masks for each dancer, so that all dancers are unified in aesthetic. We will be providing cloth or hospital masks to meet the needs of each individual student.
- IV. Partitions: Directors will not be on stage, as they will be filming and calling lights and sound. Director will provide a partition between Dance Director and the Lighting Designer.
- V. Air Circulation: We will not incorporate the fog machine, as normally used, to prevent any limitations to breathing.
- VI. Temperature Checks: Before any rehearsal the temperature of each student will be taken before entering the building, and if their cohort is not on campus, we have them fill out the FWISD Check-In procedure prior to entry.

## I.M. TERRELL ACADEMY FOR STEM AND VISUAL AND PERFORMING ARTS VPA COVID PROTOCOLS

### I.M. TERRELL DANCE DEPARTMENT VPA COVID PROTOCOLS

---

- VII. Parents will be asked to stay present, until their child has cleared the temperature check.
- VIII. Rehearsal/performances will be no longer than an hour and a half, as approved by Mr. Glen Bennett, FWISD VPA Director of Dance. Dancers will receive a water/breather break every 15 minutes to make sure they are not dehydrated and to be sure they are replenished. Each dancer is required to have a mask in rehearsal, black socks, water, and a towel.
- IX. Safety Protocols: For filming of performance, students will come to the PAC with hair and make-up already completed, so as to not utilize the dressing room. There will be no need for ballet barres, due to the modern warm-up.
- X. Floor Markings: For every dance performance the Marley floor is marked. Dancers are trained to use these markings on the floor as special guides. This is within the campus curriculum and pedagogy. Additional markings may be added once the repertoire is re-staged.
- XI. In keeping with our COVID PPE, not having a live audience, and limiting the performance to just the ensemble, instead of the entire department, all of apprentices will be learning in the most safe environment we can provide.
- XII. Students will not be changing clothes on campus prior to the performance or rehearsal.
- XIII. There will be designated doors for entrance and exit in the PAC.
- XIV. Restrooms across from the dressing rooms are the only restrooms available in the PAC.
- XV. Parents will be asked to pick up their students at the end of the event in a timely manner.
- XVI. Security and custodial personnel will be notified of these rehearsal times. Mrs. Reyes will notify Mr. Clarence Taylor, Head Custodian, of when these rehearsals occur, so that the COVID campus cleaning schedule may be adjusted to occur after rehearsals.

I.M. TERRELL ACADEMY FOR STEM AND VISUAL AND PERFORMING ARTS  
VPA COVID PROTOCOLS

I.M. TERRELL INSTRUMENTAL FINE ARTS DEPARTMENT  
VIRTUAL PERFORMANCE/REHEARSAL COVID PROTOCOLS:

Ebony Johnson, Director of Fine Arts

---

- I. All art students should have individual art kits to eliminate the need to share supplies.
- II. All District Art Shows will be virtual/digital in format.
- III. Assistance will be requested from Communications to publicize events to our students, parents, and community members.
- IV. Fine Arts instructors will communicate with students when “Art Supply Pick Up Days” are available for virtual learners.