

Livermore High School



2009-2010

Orchestra Handbook



Overview of the Orchestra Program:

The Livermore High School Orchestra consists of students who have studied string instruments for a minimum of 4 years. The Orchestra Director is responsible for the overall Instrumental Music Program.

Currently the Orchestra meets during period 2. There are no winds in the class; however these may be included later in the year.

Orchestra performances include concerts in autumn, winter and spring, LVEF Benefit Concert and participation at the annual CMEA Band and Orchestra Festivals off campus. There is a possibility of additional performances including an overnight trip in the spring.

Livermore orchestra students are also eligible to audition for honor groups sponsored by California Orchestra Directors Association and the California Association for Music Education.

All rehearsals and performances are mandatory.

Concert Uniform:

For all performances the following uniform is mandatory:

Gentlemen: White, long sleeve dress shirt
Black dress pants
Black dress shoes
Black socks

Ladies: White, long sleeve blouse
Black dress pants OR skirt (below the knee)
Black dress shoes
Please do not wear extreme jewelry

Contact Information

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Responsibilities for Students:

- ❖ Set a good example for others by consistently striving for excellence in performance and rehearsal practices.
- ❖ Your conduct and attitude are a direct reflection upon you, your Orchestra and your school.
- ❖ Assume responsibility for the care of your instrument, uniform, music and any other Orchestra item that is issued to you.
- ❖ Being in a group like the LHS Orchestra is a big commitment. All rehearsals and performances are announced in advance and are MANDATORY. Absences will only be excused due to illness or by permission by the orchestra director. Notification of conflicts with other activities such as LHS sports should take place at least two weeks prior to the activity. Keep a date book and mark all of your activities on it to avoid last minute conflicts that will result in the detracted performance of the entire orchestra due to an oversight.
- ❖ Make sure you have the following supplies:

Violin & Viola- extra strings, rosin, mute, shoulder rest

Cello & Bass- extra strings, rosin, mute, end pin rest of some sort

Responsibilities for Parents/Guardians:

- ❖ Be supportive of your student – encourage daily practice and show an interest in their assignments. Even a talented musician must practice to hone their skills.
- ❖ Give them a quiet space, free from distraction, where they can sit comfortably and correctly, and practice their skills for at least 30 minutes at a time. Short periods of correct practice are more effective than longer periods of un-productive practice. Let them take a break after 30 minutes. They may want to practice more than 30 minutes, and they can go back after a short break. I do encourage frequent breaks when practicing to avoid physical stress and boredom.
- ❖ We are always looking for interesting ways to raise money. Your help in this area is greatly appreciated.
- ❖ Attend performances whenever possible. Students enjoy performing and “showing off” for their families. This is a huge motivational factor.
- ❖ Orchestra provides an enormous sense of pride and accomplishment and promotes teamwork. Encourage your students to participate fully.

Student Grading Policy:

Attendance/Participation/Preparedness **400 points**

Points are subtracted for the following reasons:

Unexcused absence	5 points
Excused absence	1 points
No instrument	15 points
Unexcused tardy	1-20 points (doubles with each tardy)
Chewing gum	10 point
Poor posture	5 points
No pencil	3 point
No music	5 points
Talking out of turn	1-5 points
Not participating	1-15 points
Missing a sectional	10 points
Not following band rules	1-200 points

Playing tests **100 points**

Written tests **100 points**

Concerts, Festival **400 points**

Points will be divided by the number of performances in a term.

Missed Performances:

There is no way a student can properly make-up a missed performance. Performances that will be missed must be cleared by the orchestra director **IN ADVANCE with a Performance Absence Form!**

A student who is excused from a performance will receive half credit. The remaining points must be made up from the bonus points section as listed below.

- ❖ Any student who misses a performance (unexcused) cannot receive an A for the class.
- ❖ Any student with 3 unexcused absences from class cannot receive an A for the class



Bonus points:

Private lessons:

5 points per 30 minute lesson

Confirmation of lessons must be in the form of a note written by your private teacher to the director.

Solo & Ensemble

30 points

Participation in the annual LVJUSD solo/ensemble or a CMEA solo/ensemble festival.

Honor orchestra

25-100 points

Trying out for and/or participating in the one of the All State Orchestras.

Outside of school performance:

50 points

Participating in ensembles such as the Livermore-Amador Symphony

Set up/tear down crew

10 points

Setting up and tearing down for rehearsals and/or concerts

Individual practice

10 points

For every twenty minutes you spend in the music room, practicing individually.

Outside listening:

25 points

Concerts of a non-symphonic nature must be cleared by the director in advance. Report of one page in length and program/ticket stub must be attached to confirm attendance.

Music report

1 point for every 20 words

A typed report on one of the following: Composer, musical era (classical, romantic, etc.), specific musical composition (Symphony, opera, concerto), or other topics with the permission of the band director.

Grade Breakdown:

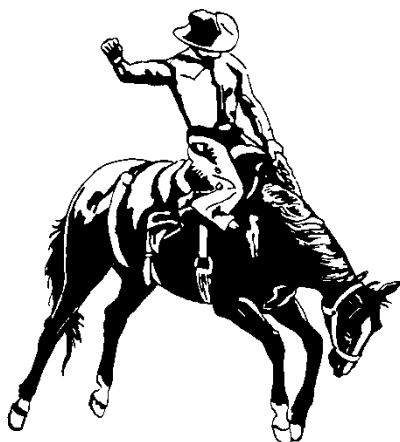
91-100 % A

81-90 % B

71-80 % C

61-70 % D

51-60 % F



Expectations for Daily Rehearsals:

- ❖ Be on time.
- ❖ Come to rehearsals prepared.
- ❖ Warm up quietly until the class is called to order.
- ❖ Do NOT chew gum, eat or drink during class. You may have water in a CLEAR bottle.
- ❖ Do not cross your legs or slouch while playing your instrument.
- ❖ Students are expected to participate in rehearsals. Students that cannot participate due to health reasons or an unplayable instrument are expected to sit and observe the rehearsal as if they were participating. Doing homework or reading for another class will NOT be allowed. A note MUST be provided for illness.
- ❖ Treat everyone in the room with the kind of respect and courtesy that you would expect.
- ❖ Come to your seat with all that you need for that rehearsal. This includes ALL of your music and a pencil.
- ❖ Excess talking or cross-room “communication” will not be tolerated. Violation of this rule will result in the loss of points. Continued violation will result in further disciplinary action including parent/teacher conferences and removal from class.
- ❖ Treat the room and equipment with respect. This includes picking up after yourself. Do not leave trash on the floor.
- ❖ Do not sit on instruments or equipment.
- ❖ Getting up from your seat during rehearsal is by permission only.
- ❖ Students are not allowed the “loft,” or director’s office, at any time without permission from the director. Use of the copier is not permitted by students unless given permission by the director.

Expectations for Performances:

- ❖ Be on time for all performances.
- ❖ Wear the proper uniform for the event
- ❖ Hair styles and colors that are extreme in nature are inappropriate for concerts. A student can be asked not to participate if the hairstyle or color is too egregious.
- ❖ Have your instrument in good working order. Make sure that you have all of your supplies that you need for the entire concert.
- ❖ Pay attention to all last minute instructions.
- ❖ Assist the director and officers in setting up and tearing down the performance space. The more that participate, the easier it will go and the less stress everyone will feel.
- ❖ If you cannot participate in a performance let the director know as soon as possible.



Expectations for Student Trips:

- ❖ Be on Time!
- ❖ Follow all rules and regulations that are outlined in the Livermore HS Student Handbook.
- ❖ A Chaperone will be assigned to your group or your bus. Please follow all of the chaperones' requests. This is for your own safety.
- ❖ Get plenty of rest before the trip.
- ❖ Students are to stay on the buses assigned. Any changes will be done at the discretion of the orchestra director and/or chaperones.
- ❖ On the buses, students may only listen to music through headphones.
- ❖ If you are planning to leave the function early, it must be with permission, IN WRITING and IN ADVANCE! You may only leave with you parent/guardian or close ADULT relative (Grandparents, etc.) For our purposes, adult is defined as 23 years or older.
- ❖ There will be no smoking, chewing tobacco, drugs, harassment or foul language.
- ❖ You will treat all participants of the event with respect.
- ❖ If you have an issue with another member of the Orchestra or a personal issue, let a chaperone know.
- ❖ Each member of the group is to read and be responsible for all of the rules and expectations. Violation of these rules may result in the student being sent home from the event early at the student's expense.
- ❖ Keep valuables with you at all times. Don't bring something to an event that you can't afford to lose. Leave it safe at home.
- ❖ You are responsible for you own instrument, music, and accessories. Don't expect that a chaperone will race back to the music room to get the widget that you forgot.

Additional Expectations for Overnight Trips:

- ❖ Boys ONLY in Boy's room and Girls ONLY in Girl's room. No exceptions.
- ❖ All efforts will be made accommodating rooming requests; however, respect the head chaperone's decision in these matters.
- ❖ Always keep your room locked.
- ❖ You will receive an itinerary and necessary phone numbers. Share these with your parents and keep them with you.
- ❖ You will be assigned to a chaperone. Follow all of their instructions and requests.
- ❖ Any damage caused to a hotel room or facility will be billed to the corresponding students and the student(s) will be sent home at their expense.
- ❖ You are responsible for taking care of all or your belongings, your instrument and equipment. Don't assume that someone else will pick up after you.
- ❖ Any violation of the above expectations or any of the rules outlined in the LHS student handbook may result in the student being sent home early at their expense.

Instrument, Equipment and Uniform Policy:

The students at Livermore High School are responsible for assuring that the instruments and equipment that they are issued are cared for in such a manner that they may be used by subsequent generations. This means returning all items to their respective cases, bags or containers and putting them back in their proper storage location. This is to be done at the end of every rehearsal. Do not leave instruments or equipment on the ground or in the performance area unattended. Students that intentionally damage or cause harm to another instrument, or the building, regardless of whom it belongs to, will be held financially responsible for the repair and/or replacement of that instrument or facility. Further disciplinary action may be required.

Students are responsible for the maintenance and upkeep of their instrument so that it is in top playing condition at all times. Instruments should be periodically checked to avoid unnecessary repair cost. School instrument repair needs should be reported to the director upon notice, so that they can be repaired in a timely manner. Don't wait until right before the performance.

No student is to play an instrument or use equipment that is not theirs or has not been checked out to them.

Do not sit on instruments or equipment.

Instrument Storage Policy

As a convenience, the school will provide space for students to store their instruments during the school day. The storage spaces are for the storing of instruments only. This space is not to be used to store personal items that are not related to the music program. While every precaution is taken to prevent theft and damage, it must be understood that the school and the orchestra cannot and will not assume liability regarding loss or damage.

Do not put anything in the storage area that is not an instrument or the required accessories for that instrument.

While the school is not, legally responsible for loss, every attempt will be made to recover any instruments that are effected by theft. The information provided below will assist in this matter as well as making sure that instruments are in their proper place.



Livermore High School Orchestra

2009-2010 Schedule

November 4	Autumn Concert # <i>LHS Theater</i>
December 4-5	CODA/ASTA Honors Orchestras <i>College of the Sequoias/Visalia</i> <i>Application postmarked by Oct. 7, 2009</i>
January 20	San Francisco Trip <i>S.F. Symphony Rehearsal & Pier 39</i>
February 24	Winter Concert # <i>LHS Theater</i>
March 6	LVJUSD Solo & Ensemble Festival # <i>Mendenhall MS & TBA</i>
March 11-13	CODA/CMEA All State Orchestra <i>Sacramento, CA</i> <i>Application postmarked by December 1st, 2009</i>
March 23	LVEF Concert # <i>LHS Gym</i>
March 26	CMEA Festival # <i>Saratoga HS</i>
April 16	CMEA Festival # <i>Benicia MS</i>
June 3	Spring Concert # <i>LHS Theater</i>

Mandatory

Orchestra Awards:

At the end of each school year, awards are presented to the members of the LHS Orchestra. These awards must be earned and there are certain requirements that must be met. The requirements are as follows:

1. The student must be a member “In good standing”
 - Attend **ALL** rehearsals and performances on a regular basis
 - Have a grade of at least a “B” each semester
2. The student must be enrolled for the entire school year (exceptions may be made for students who transfer in from other schools)

The awards presented are:

First year	Class numbers
Second year	Block L
Third year	Emblem
Fourth year	Plaque

Awards may also be presented for outstanding musicians, most improved, etc.

