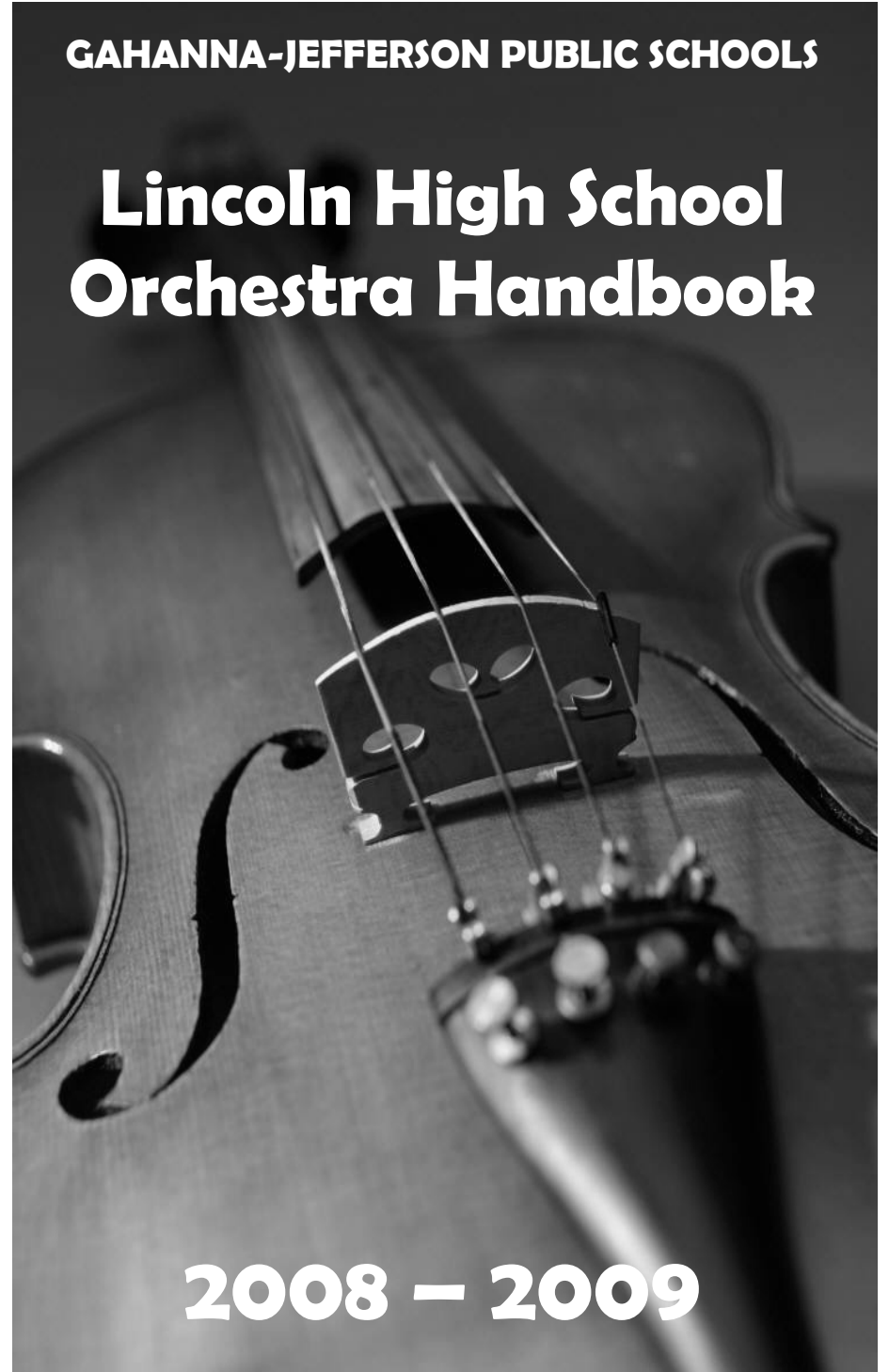


**GAHANNA-JEFFERSON PUBLIC SCHOOLS**

**Lincoln High School  
Orchestra Handbook**

**2008 – 2009**



Need to contact  
Ms. McKown or Mr. Kinser?  
Have a question or concern?

Call the  
LHS Instrumental Music Office at  
478-5519

Or e-mail us at:  
*mckownp@gjps.org*  
*kinserm@gjps.org*

Be sure to check our website  
for all important information  
including updates, forms and calendars:

*[www.geocities.com/gahannastrings](http://www.geocities.com/gahannastrings)*

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# Welcome to the 2008 – 2009 School Year

Dear Students:

Being part of an exceptional orchestra takes **dedication and pride**. This Orchestra belongs to **YOU**. What you do will determine the caliber of the Orchestra this year. The success of the Orchestra depends on the contributions of each member. This situation makes musical organizations unique from many other high school classes. With the right attitudes and dedication, on your part, the Orchestra will continue on the present path of excellence.

To ensure the success of the Orchestra program, certain rules, expectations and areas of responsibility must be set. This handbook outlines these areas and will aid in the students' personal reward and satisfaction in participating in the Orchestra Program.

It is very important that each parent and student read every page of the handbook. When you have done so, please sign, date, and return the Orchestra Policies Form, included with this handbook, in order to complete your obligation for participation in the Gahanna Lincoln High School Orchestra Program.

Now that we're back, it is time for **ALL OF US** to begin thinking about what we can accomplish educationally, musically and socially. If we can all come with a willingness to work together, there are no limits on what we can accomplish. We are looking forward to a great year!

Sincerely,

Ms. McKown & Mr. Kinser

## APRIL

17	Time TBA	Spring Picnic & Frisbee Tournament
18	Time TBA	MS Adjudicated Solo & Ensemble Event (Contest) 7th - 9th grade
TBA	Class Time	Tentative Elem. Concerts

## MAY

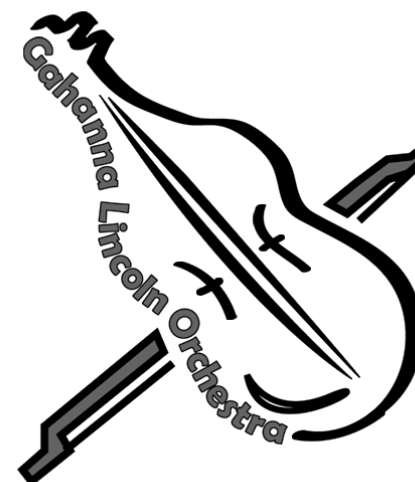
1	Class Time	Senior Info. Due for Awards Night
7 – 10	Time TBA	High School Musical
12	7:30 pm	District Orchestra Concert
29	7:00 pm	Orchestra Awards Night

## JUNE

12	All Day	Year End Celebration at Cedar Point
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as of 8/27/08

All dates and times are subject to change



## 2008 - 2009 Gahanna Lincoln High School Orchestra Schedule of Events

### SEPTEMBER

5	Class Time	Uniform Cleaning, Uniform Tux Shirt & Orchestra Shirt Money Due 8
	3 – 5 pm	Uniform Fitting
10	3 – 5 pm	Uniform Fitting
13	8:30 am - 2 pm	Tag Day

### OCTOBER

?	Time TBA	Regional Orchestra Auditions
13 - 14	Class Time	Rehearse on stage for concert
14	7:30 pm	Frosh. Band & Orchestra Concert
15	Time TBA	Bonfire @ The Liston Home
27	7:30 pm	6 <sup>th</sup> Grade & H.S. Strings Concert

### NOVEMBER

20	7:30 pm	H.S. & M.S. Orchestra Concert
?	Time TBA	Regional Orchestra & Concert (free)

### JANUARY

Dates TBA	Time TBA	Evening Rehearsals for Contest
19	Time TBA	Games at Gameworks Easton

### FEBRUARY

Dates TBA	Time TBA	Evening Rehearsals for Contest
7	Time TBA	H.S. Solo & Ensemble Adjudicated Event (Contest)
12	7:30 pm	MS String Orchestra Concert (not a required event)
13 - 15	LHS Aud	Gahanna Community Musical
26 - 27	Class Time	Rehearse on stage
27 - 28	Time TBA	State Orchestra Adjudicated Event

*(The exact day and time will not be known until one week prior to this event. Students are required to be available these 2 days.)*

## FOR OUR NEW MEMBERS

There is a different philosophy at work in the orchestra at the high school level. It is not the same kind of class as it was in middle school. In middle school, it was possible to be successful and even get an “A” if you were always in the right place at the right time. Attendance counted for a great deal, and orchestra was a class where all levels of musicianship were welcomed, as long as standards of attendance, attitude, and effort were maintained. Those standards are still expected, but added is the very important standard of musical expertise or accomplishment.

**Practice. Everyone is expected to practice.** We learn music at a much faster pace than in middle school. It is not acceptable to use rehearsal time to learn the music.

Lessons. Private lessons, while not required, are **highly recommended**. Please see the private lesson and practice section for more information.

## GRADING POLICY

### Category I

#### **Concert / Concert Preparation - 20% of your grade**

The Student will earn the following points each grading period in the following ways:

75 Points - Concert Rehearsal & Attendance.  
(25 Points for Rehearsals & 50 Points for Concerts)

*Students will be required to check in with the Orchestra Secretaries to register their concert attendance at a designated location, prior to the concert. You need to be in attendance for the entire concert to receive full credit. See the Concert Attendance Policies for further information.*

### Category II

#### **Tests / Spot Checks / Assignments - 75% of your grade**

The Student will earn the following points each grading period in the following ways:

- Auditions, Recorded Playing Tests and Written Tests
- Spot Checks — written or playing.  
Can appear at any time! Can include posture, scales, rhythms, music or pencils in the folders, or instruments / music left in bins over weekends or holidays.
- Assignments – Written and special concert attendance.

*(Continued on next page)*

### Category III

#### Citizenship - 5% of your grade

The Student will earn a total of 100 points per grading period for meeting **all** of the following expectations:

- Seated by 7:35 a.m. with materials at hand **and** *ready to tune*.
- Instrument at hand (*Students will be given a 2 day grace period for replacing strings before being penalized for not having an instrument.*)
- Music and Functional Pencil at hand.
- Meeting Class Expectations, which includes having NO GUM, FOOD, DRINK OR CANDY in class. **This also includes having trimmed fingernails.** There will be NO WARNINGS.

The following deductions will be assessed for not meeting the listed expectations:

- Tardy to class - 4 pts. / occurrence
- No instrument - 5 pts. / occurrence
- No music or pencil but still participates - 2 pts. / occurrence
- Inappropriate behavior - 5-10 pts. / occurrence
- Failure to meet all other expectations below - 2 pts. / occurrence

See class expectations for more information.

### **CLASS EXPECTATIONS**

1. Orchestra Members should be attentive during rehearsals giving 100% effort at all times. This includes demonstrating appropriate posture while playing (sitting or standing tall, away from chair back, feet on floor). ***Finger nails must be trimmed so the finger tips can press the string to the fingerboard.*** Girls may not use this time as an opportunity to check your make-up! If you may have a personal problem that prevents you from giving your full attention to rehearsal, please see a Director immediately; otherwise, all members are expected to remain in their seat for the duration of the rehearsal. No one is to leave the room without a Director's permission.
2. Orchestra members are expected to demonstrate respect to the Director(s), Section Leaders and fellow students.
3. Orchestra Members should be on time for class, all performances and special rehearsals. See attendance policies for further information.
4. Orchestra Members should be responsible and have all the necessary materials required to perform your part. This includes having

***All students are strongly encouraged to have their own tuner and metronome for home practice and preparation. In addition, all violinists and violists are strongly encouraged to invest in a good quality shoulder rest.*** The purple sponges you received when you initially rented your instrument as a fifth grader are not sufficient for the level of musicianship required in high school. See Ms. McKown or Mr. Kinser for help.

### Uniform Information

All Members - \$10 due for Formal Uniform Cleaning Fee.

(Helps defray cleaning costs) This is due by Friday, September 5, 2008. ***Make checks payable to: G L I M B.*** In addition, all members should have black dress shoes, (with black socks for guys) by the first concert.

Uniforms will not be issued until this fee is paid. *Please remember that students who are not properly dressed for concerts will not be allowed to perform and will receive an unexcused absence for the performance.*

New Members (and those who have grown) - will need to purchase two shirts:

- an Orchestra shirt which will be used for casual performances and other events. You will need this shirt for Tag Day on September 13. The cost is \$23.
- a Tuxedo shirt. You will need this for the October 14 concert. The cost is \$18.

Payment for both of these shirts is due on Friday, September 5, 2008. ***Make checks payable to: G L I M B.***

## **APPROPRIATE CONCERT ETIQUETTE**

Seating will be provided in the auditorium for performers to listen to the other performing groups. Your learning experience, as a performer, does not end when you leave the stage. By listening to the other groups, you show support to your peers and other students, and gain an appreciation for your own musical achievements. While in the audience ***you should set the standard for etiquette***. Proper etiquette includes being attentive, still, and quiet – demonstrating respect to the performers and the audience. Remain seated in the auditorium while ensembles are performing. Express appreciation for all performances with polite applause.

## **AWARDS AND LETTERING**

Besides the rewards of musical achievement, the Gahanna Lincoln High School Orchestra will specially acknowledge the hard work and dedication of the individual members through certificates, letters, pins and other awards which include the National High School Orchestra Award (Seniors only) and the Director's Award for Orchestra (Seniors only). You must be a member of the Orchestra for the *entire school year, have no unexcused absences from a concert and must maintain a minimum of a "B" average from the first 3 grading periods to receive these awards.*

## **ORCHESTRA SUPPLY LISTING**

### **Class Materials**

All students should have access to *Essential Techniques for Strings 2000* for class use. All students must have a personal copy of the book. If you have lost this book, you will need to purchase a new copy. ***Each student must have their own copy for use on Tuesday, Sept. 2..***

All members should have an instrument and bow in good working condition, cleaning cloth and rosin. **All violin and viola players are strongly encouraged to have an extra set of strings available in their case. Students will be given a 2 day grace period for replacing strings before being penalized for not having an instrument.**

All instruments, at one time or another, will need to be repaired at a reliable instrument repair shop. Whenever a student is unable to participate because of a broken instrument (including bows) a note is required from the student's parent or guardian. *Only a reasonable amount of time for repair will be allowed.*

an instrument, music, rosin and pencil at hand.

5. Orchestra Members are expected to practice their instruments outside of class on a regular basis to improve their performing skills. Please see the Private Lesson and Practice section for more information.

6. Concerts are the equivalent to exams in other subjects. Orchestra Members make a commitment to being at all scheduled concerts and activities when they sign up for this class.

7. Orchestra members are expected to demonstrate respect to school property, which includes care of music, instruments, and equipment. Care of the rooms within the Instrumental Music Department is important as well; therefore, no gum, food or drink is allowed.

8. Music is provided by the School. Take special care of it and keep it in its folder. Mark it only in pencil. Be sure to return it on time. **You will replace and be charged \$2 – \$5 for each lost or damaged piece of music.**

9. These policies are in addition to the Lincoln High School rules, policies and expectations of conduct which also apply.

## **CLASS CONSEQUENCES**

1. Following the listed expectations will lead to:
  - a. increased proficiency on your instrument.
  - b. understanding of musical concepts.
  - c. pride in personal and group accomplishments.
2. Not following the listed expectations will lead to:
  - a. a warning for the first offense.
  - b. detention or removal from class for the second offense.
  - c. a call to parent(s) for the third offense.
  - d. a conference with the Teacher and Principal for the fourth offense.

## **ATTENDANCE POLICIES**

### **Class Attendance**

Being on time means being ready to work. Orchestra Members should keep in mind that this is a graded class. Students should make every effort to be in class on time and avoid coming late. While we understand that difficult circumstances may arise, students should not use Orchestra

as an opportunity to make-up tests in other classes, make doctors appointments, be late due to last minute procrastination and late night study, or “sleeping in.” Emergencies, however, do occur; therefore, you will be allowed 2 tardies per nine weeks without being penalized. A student’s citizenship grade will be penalized 4 points for each tardy thereafter.

### **Concert Attendance**

**Attendance at all special rehearsals, concerts and at the large group adjudicated performance is mandatory.** You have chosen to participate in a credited subject, not an activity. Every student is a vital member of the team effort. Absences not only effect the person missing, but also those around them, causing a drop in performance standards. The points you receive for participating are part of your grade. The Orchestra Director cannot assign make-up work in lieu of attendance. Please realize that it is impossible to duplicate the experience of a rehearsal or concert. Once a rehearsal, concert or adjudicated performance is missed, it is missed forever. Good attendance is imperative if an orchestra is to be successful.

**Students will be required to check in with an Orchestra Secretary to register their concert attendance at a designated location, prior to the concert. You need to be in attendance for the entire concert to receive full credit.**

**An excused absence from a concert, special rehearsal or adjudicated performance only includes personal illness or extreme family emergency.** If either situation should occur, please have your parent/guardian call the Instrumental Music Office so that adjustments can be made. This is important to your stand partner, your section, and the entire orchestra. You will certainly be missed, but if we can plan ahead, we can minimize the impact on everyone else. **If you are unable to call us, the Student will be required to provide a written note from home specifically explaining the absence, which must include a parent signature. This must be submitted to the Director immediately upon return to class. Failure to provide the required information will cause the absence to be unexcused, resulting in a grade deduction for the current grading period.**

Student jobs will not be classified as an excused absence. Students who are not properly dressed for performances will not be allowed to perform and will receive an unexcused absence for the concert. See the guide for appropriate concert dress for more information.

## **PUBLIC PERFORMANCES**

The Orchestra performs for many school and community events. One of the obligations you assumed when you joined the Orchestra is to perform for every public appearance. Uniforms are part of the performance tradition at Gahanna Lincoln High School. Uniform appearance helps define each group as a whole, creates a sense of unity, and helps to create a certain attitude in the performers.

It is important that the Orchestra looks and sound well. Your absence from a performance not only weakens your section, but weakens the rest of the Orchestra as well. You have a responsibility to yourself, your section, the full Orchestra, and your school that must be fulfilled. All public performances will be announced by the Director. Listen for all announcements and remember the time, the place, and other details – check our website. This is YOUR responsibility. When you appear at a public performance, you represent yourself, your organization, your family, and your school to the general public. Conduct yourself in such a way that you will reflect credit upon yourself and the Orchestra. One misguided individual can ruin the fine reputation a group works hard to deserve.

### **APPROPRIATE CONCERT DRESS**

#### **Formal Orchestra Attire**

Orchestra Uniform, which includes jacket, skirt or pants, cummerbund, bow tie and handkerchief (all provided)  
White tuxedo shirt  
Black dress shoes  
Regular or black hose (ladies) or Black socks (gentlemen)

#### **Semi-formal Orchestra Attire**

Ladies - Nice dress, or  
Nice skirt or slacks and blouse  
Nice shoes – no flip-flops  
No mini skirts, shorts, jeans, flip-flops or tennis shoes

Gentlemen - Nice shirt and tie  
Nice pants  
Nice shoes  
No jeans, shorts, flip-flops or tennis shoes

#### **Casual Orchestra Attire**

Orchestra shirt  
Nice blue jeans - no holes!  
Tennis shoes acceptable – no flip-flops

- BOWINGS - Performs all bowings, which may include slurs, bow lifts, and placements.
- DYNAMICS - All dynamics are performed, including those which have been added by the director.
- INTONATION - Pitches are performed with generally no pitch inconsistency. The pitches are in tune – not to be confused with accuracy.
- NOTE ACCURACY - Consistently performs music with correct pitches.
- RHYTHM - Performs rhythms with accuracy, based on a steady pulse.
- STYLE - Performs music using correct phrasing and articulations (staccato, accents, etc.)
- TEMPO - Performs music at rehearsal tempos, using a steady pulse.
- TONE QUALITY - Uses vibrato and performs music with a full sound, demonstrating confidence in the performance.
- POSTURE - Demonstrates appropriate seating or standing postures with correct left and right hand positioning.

### **CHALLENGES**

Students are given the opportunity to be reseated through the challenge process. The rules and procedures for challenges are listed below:

1. You may only challenge the person directly ahead of you.
2. You must notify the person you are challenging at least one week before the challenge.
3. A student may challenge, or be challenged, only once during a two week period.
4. The Director(s) will judge the challenge.
5. If illness or unplanned absence should occur at any time during or directly before the challenge, the challenge date will be rescheduled.
6. No challenges will be allowed two weeks prior to a concert or an adjudicated performance (contest).
7. Students must complete and submit a challenge form to a Director for a challenge to be valid.

► **If you have a conflict with any concert, special concert rehearsal or adjudicated performance (such as an athletic contest, award ceremony, etc.), you must give a minimum 3 weeks notice of your intended absence. At that time a decision will be made as to whether the activity is excused or not. Do not ask to make up points that are lost due to poor planning or inattention to the calendar.**

Obviously, situations will arise that cannot be anticipated by any attendance policy. We are all busy, involved people, and that is good. If a situation comes up that needs further discussion or consideration, please make arrangements with your director to talk about the problem in advance. Concerts are more successful if there is as much consistency as we can manage between rehearsals and performances. However, we are human, and while trying to adhere to a consistent and fair attendance policy, there must be a way to accommodate unusual or emergency situations. These can be dealt with if we communicate fully as far in advance as possible.

### **REHEARSAL ATTITUDES & CONDUCT**

The Gahanna Lincoln High School Orchestra is committed to present quality musical performances. In order to achieve this goal, each orchestra member must contribute their best effort at all times. This includes regular private practice and attentive participation in group rehearsals.

Each rehearsal can, and should be, a pleasurable experience; however, it must contribute to daily progress and accomplishment. Effective rehearsals demand a considerable amount of thought and attention. The spirit of our group determines its success. Show your enthusiasm and be a contributor to a positive working atmosphere.

- Prior to being seated by 7:35 a.m., help set up your section, rosin your bow, make sure you have music, pencil and instrument. Students not in the Instrumental Music Room by 7:35 a.m. will be considered tardy and will need to go directly to the Attendance Office for a pass.
- Once seated, tune your instrument and begin warming up. Pay considerable care and attention to this point. Use soft, long tones and scales.
- Class ends at 8:22 a.m. — the Director will dismiss you at approximately 8:19 a.m. No one should leave this Department until the bell rings.

## ORCHESTRA COUNCIL

Members currently enrolled in Orchestra may hold a position on the Orchestra Council. Elections are held at the end of each school year in May. A list of offices follows:

President, Vice-President, Secretary, Treasurer, Librarian, Sophomore and Freshman Representatives, and Members-at-Large.

Please note the following exceptions:

- The Freshman representative is elected in September.
- The Librarian is not usually an elected position, but is appointed by the Directors.
- Members-at-Large – Such members may be appointed by the Directors to be additional council members because the student or students were individuals who had the confidence of Orchestra members and/or the Directors during the nomination procedures, but were not elected to office.

### **2008 - 2009 ORCHESTRA COUNCIL**

President – Jared Liston  
Vice-President – Codi Smith  
Secretaries – Michelle Cohen  
Treasurer – Ajda Gokçen  
Librarian Representative – Jenna Iseringhausen  
Freshman Representative – To be elected in Sept.

#### Members At Large

Marissa Agostinelli  
Karina Anam  
Danielle Cavendish  
Jenny Demjanenko  
Chandler Eggleston  
Jessica Littrell  
Peshan Ngo  
Bethany Rush  
Kathy Youngkin

## SECTION LEADERS

In all orchestras, section leaders are expected to be capable of doing the following:

- Provide fingerings, bowings and technical knowledge.
- Run sectionals.
- Aiding the directors and section members in any way possible.
- Set the example. Be the example.

## PRIVATE LESSONS AND PRACTICE

Private Lessons, while not required, are highly recommended. Our time in Orchestra includes some instruction on the techniques of playing, but Orchestra **is not** a group lesson class. Most of the time is spent working on the music we perform. The demands of this music and the level of playing required means that every student needs the technical help that is best available through private lessons. Feel free to ask Ms. McKown or Mr. Kinser for a current listing of recommended private teachers for more information. In addition, we do have some qualified Orchestra students who are capable of assisting students with music. Again, feel free to ask Ms. McKown or Mr. Kinser for a recommendation of student tutors.

Practice is your homework. Rehearsals are not meant to replace individual practice time. When students sign up for this class they make the commitment to be proficient on their parts to the best of their abilities. The quantity and quality of your practice will determine the level of your personal success and enjoyment of this class. **Students are expected to strive for improvement of weak areas in all assigned music.** All instruments and/or music should be taken home throughout the week, on the weekends, and on holidays for practice. **Students should be proficient with performing their parts at least 2 weeks prior to a concert.** Failure to meet this class expectation may result in a conference with the Student and/or their parent.

What should you practice? All students should be able to play all one octave and two octave scales and arpeggios covered in class. Practice wisely, focus your time on more difficult sections. Work slowly and carefully through short passages of assigned music.

## AUDITIONS AND PLAYING TESTS

Auditions will include scales, selected passages from current music in folders and sight reading. The audition is graded and is worth 2 test grades. The following is a list of categories in which a student is assessed for auditions and playing tests.