

LAWRENCE NORTH HIGH SCHOOL ORCHESTRA

2015-2016 Student/Parent Handbook



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LN Orchestra Communications and Information

CONTACT US AND STAY CONNECTED

WEBSITE: For information about performances and rehearsal schedules, itineraries, forms and fundraisers go to:

www.LNorchestra.com

TWITTER: Follow us on Twitter for Orchestra program highlights. www.twitter.com/LNorchestra

School, Orchestra, and Staff Information

Our School

Lawrence North High School, 7802 Hague Road, Indianapolis, IN 46256
LN Front Office Phone 317-964-7700, Brett Crousore, Principal

Our Performing Groups

Chamber, Concertino, Sonatina and Sinfonia Orchestras, LNHS Symphony Orchestra and Pit Orchestra

Orchestra Staff

Glen Hauger

Director of Orchestras – Concertino, Chamber and Symphony Orchestras
Phone: 964-7954, Email: glenhauger@msdlt.k12.in.us

Tom Wallis

Director of Orchestras – Sonatina, Sinfonia and Pit Orchestras
Phone: 964-7955, Email: thomaswallis@msdlt.k12.in.us

Don Lain

LN Performing Arts Department Co-Chair
Phone: 964-7953, Email: donaldlain@msdlt.k12.in.us

David Morton

LN Performing Arts Department Co-Chair
Phone: 964-7959, Email: davidmorton@msdlt.k12.in.us

Alison Goller

Performing Arts Secretary
Phone: 964-7951, Email: alisongoller@msdlt.k12.in.us

Orchestra Sectional Instructors

Professional musicians visit LN on a weekly basis to provide sectional instruction for all orchestra students. For private lessons, please contact an orchestra director for contact information.

LNHS PERFORMING ARTS DEPARTMENT 2015-2016 CALENDAR

Below is a listing of all orchestra concerts as well as the complete listing of performing arts departmental events.

| DATE | EVENT | TIME | LOCATION |
|------------------------------------|--|---------|---------------------------|
| Thursday, October 01, 2015 | Choir Concert | 7:00 PM | Auditorium |
| Wednesday, October 07, 2015 | MPLT Combined Concert with FCV & BMS | 7:00 PM | Auditorium |
| Wednesday, October 21, 2015 | ORCHESTRA CONCERT | 7:00 PM | Auditorium |
| Saturday, October 24, 2015 | Choir Side by Side (w FCV) | all day | Auditorium/Cafeteria |
| Friday, November 13, 2015 | Fall Musical | 7:00 PM | Auditorium |
| Saturday, November 14, 2015 | Fall Musical | 7:00 PM | Auditorium |
| Thursday, November 19, 2015 | Dance Recital | 7:00 PM | Auditorium |
| Friday, November 20, 2015 | Dance Recital | 7:00 PM | Auditorium |
| Wednesday, December 02, 15 | Band Concert | 7:00 PM | Auditorium |
| Friday, December 04, 2015 | Jazz Dance Concert | 7:00 PM | Little Theater |
| Tuesday, December 08, 2015 | ORCHESTRA CONCERT | 7:00 PM | Auditorium |
| Friday, December 11, 2015 | Choir Winter Wonderland Performance | 7:00 PM | Auditorium |
| Wednesday, January 27, 2016 | Band Pops Concert | 7:00 PM | Auditorium |
| Saturday, January 30, 2016 | <i>ISSMA District Solo & Ensemble, Wind/Perc/Strings</i> | all day | TBA |
| Wednesday, February 03, 2016 | ORCHESTRA CONCERT | 7:00 PM | Auditorium |
| Saturday, February 06, 2016 | <i>ISSMA District Solo & Ensemble, Vocal/Piano</i> | all day | TBA |
| Thursday, February 18, 2016 | Choir Competition Preview Concert | 7:00 PM | Auditorium |
| Saturday, February 20, 2016 | <i>ISSMA State Solo & Ensemble, Vocal/Piano</i> | all day | TBA |
| Friday, February 26, 2016 | Drama - Play | 7:00 PM | Little Theater |
| Saturday, February 27, 2016 | Drama - Play | 7:00 PM | Little Theater |
| Saturday, February 27, 2016 | <i>ISSMA State Solo & Ensemble, Wind/Perc/Strings</i> | all day | TBA |
| Saturday, March 19, 2016 | Choir Midwest Vocal Showcase | all day | Building |
| Friday, April 08, 2016 | Spring play | 7:00 PM | Little Theater |
| Saturday, April 09, 2016 | Spring play | 7:00 PM | Little Theater |
| Wednesday, April 13, 2016 | Band Contest Preview Concert | 7:00 PM | Auditorium |
| Wednesday, April 20, 2016 | ORCHESTRA CONTEST PREVIEW CONCERT | 7:00 PM | Auditorium |
| Friday, April 22, 2016 | ISSMA ORGANIZATION CONTEST | all day | TBA |
| Saturday, April 23, 2016 | ISSMA ORGANIZATION CONTEST | all day | TBA |
| Thursday, April 28, 2016 | Dance Recital | 7:00 PM | Auditorium |
| Friday, April 29, 2016 | Dance Recital | 7:00 PM | Auditorium |
| Saturday, April 30, 2016 | ISSMA STATE QUALIFICATION | all day | TBA |
| Thursday, May 05, 2016 | Jazz Concert | 7:00 PM | Auditorium |
| Thursday, May 07, 2015 | ISSMA STATE CONCERT FINALS | all day | TBA |
| Wednesday, May 11, 2016 | Percussion Concert | 7:00 PM | Auditorium |
| Wednesday, May 18, 2016 | BAND/ORCHESTRA AWARD BANQUET | 5:30 PM | Cafeteria/ Little Theater |
| Friday, May 20, 2016 | Choir Concert | 7:00 PM | Auditorium |
| Wednesday, June 08, 2016 | Band./Choir Commencement | TBA | Indiana Farmer's Coliseum |

ORCHESTRA CLASSES AT LAWRENCE NORTH

Chamber Orchestra is an advanced orchestra class which performs as an ensemble at concerts in the LN auditorium and possibly other venues. In the fall semester, Chamber performs as a unified string section. In the spring semester, Chamber plays as a string section and also as part of the LN Symphony Orchestra that includes brass, winds, and percussion. Admission into Chamber Orchestra requires an audition or teacher recommendation. After school rehearsals in the spring with the winds, brass, and percussion are a requirement of this class. The Lawrence North Symphony Orchestra began in spring 2012 and has earned consistent Gold Ratings at the ISSMA music contest.

Concertino Orchestra is an intermediate orchestra class which performs as an ensemble at concerts in the LN auditorium and possibly other venues. Concertino performs as a unified string section. Admission into Concertino Orchestra requires an audition or teacher recommendation. After school rehearsals may occasionally be required. In the spring the Concertino Orchestra will perform at the ISSMA state assessment.

Sonatina and Sinfonia Orchestras perform medium to intermediate level music. These 2 orchestras may combine or remain separate at various performances. Most concerts are held in the LN auditorium. After school rehearsals may occasionally be required. Most of these students will participate as a group and earn a rating at ISSMA assessment contest in the spring semester.

Additional Orchestra Opportunities

Pit Orchestra: The LNHS Pit orchestra performs with the annual school musical in the fall. Students in Chamber Orchestra are expected to perform in the pit orchestra which is comprised of musicians from Chamber Orchestra plus wind and percussion instruments. Students from other orchestras may participate based on the needs of the director.

Symphony Orchestra: The LNHS Symphony Orchestra is comprised of the best musicians in the LNHS Orchestra and Band departments. Students from Chamber Orchestra are expected to participate in the Symphony Orchestra. Students from other orchestras may participate based on the needs of the director. The LNSO performs at various orchestra concerts as well as competing in the Indiana State School Music Association annual contest. This may include but is not limited to the ISSMA Organizational contest and/or the State Qualification contests. After school rehearsals will begin during the spring semester and will continue through the ISSMA State Qualification events.

ISSMA Solo and Ensemble: Solo and Ensemble is a highly recommended judged performance opportunity for all orchestra students. District Contest is in February and State Contest is in March (for students who attain a gold rating in level 1 performance at District). Information is made available in November. This is a voluntary opportunity, but is a requirement for any student planning to pursue music after high school

Private Lessons: Private lessons are an ongoing and highly recommended opportunity for students to gain skills to advance to the next level. See page 15 for more information. Ask your director for instructor contact information.

Trips: Information regarding field trips will be made available throughout the school year. Students will be expected to follow all LNHS rules while on trips. Parents are encouraged to sign up to chaperone.

Rehearsal Conflict Policy

Extra/Co-Curricular Participation Conflicts - If a student participates in more than one school activity, it is the **student's responsibility** to compare both schedules carefully. **The orchestra program will work with our athletes while they are "in season", so they are able to participate fully in our performing groups.** It is the student's responsibility to inform both parties of conflicts as early as possible. **Please contact us if you have concerns.** Performance conflicts will be resolved by adhering to the LNHS Extra-curricular Conflict Policy. This policy is printed in the LNHS Student Handbook. Please use a "**Request for Excused Absence Form**" well in advance of any absence. **Parent signature required.** The director(s) will determine if the absence is excused, excused with make up, or unexcused.

Request for Excused Absence Form is on page 13 and available in the Orchestra room. Please complete all information on the form and **give to the Director a minimum of two (2) weeks before the conflict date.**

ORCHESTRA GRADING POLICY

Homework for all Orchestra students is to practice at least 30 minutes every day. Students are expected to prepare music and home so that class time can be reserved for interpreting music as an ensemble.

A student's orchestra grade is based upon playing level, effort, practice, performance, attendance, punctuality, attitude, and behavior. All scheduled rehearsals and performances are important, required of all members, and included in student's performance points. **Please place all dates on your home calendar.** If a student also participates on a Lawrence North High School athletic or academic team, please compare both schedules carefully and inform both coach and orchestra director as early as possible in order to work out schedule solutions without penalizing the student. See school conflict policy in the LNHS student handbook.

Students in the Lawrence North High School Orchestra program will be graded on a 100 point scale. Each student will earn a maximum of 100 percentage points each nine weeks grading period from three separate categories. Letter grades will be determined using the following LNHS/MSDLT point breaks:

| | | | | | |
|----|---------|---|-------|----|-------|
| A+ | 98-100+ | A | 93-97 | A- | 90-92 |
| B+ | 87- 89 | B | 83-86 | B- | 80-82 |
| C+ | 77- 79 | C | 73-76 | C- | 70-72 |
| D+ | 67- 69 | D | 63-66 | D- | 60-62 |

Evaluation Categories

25 Percent – Rehearsal Attendance – Attendance and work ethic at out of school practices as needed.

25 Percent – Performance - Includes attendance, work ethic, and proper concert dress at performances.

25 Percent – Classroom Participation – Includes the students ability to organize, prepare and positively influence the daily rehearsal through positive attitude, sustained focus, consistent work ethic and respect for facility, equipment, peers and instructors. Unexcused class attendance and tardiness is included in this portion of student's score.

10 Percent – Quizzes – This includes short/brief musical skills assessment and/or written assignments.

15 Percent – Tests – This includes performance based music assessment and/or chair auditions; assessed live or using SmartMusic® software. **

*** SmartMusic is interactive practice software that gives your student instant feedback while practicing at home – and have fun while doing it! SmartMusic not only helps students sound better, it gives them a sense of accomplishment and confidence that can change their view of themselves and their potential. For more information go to www.smartmusic.com. Fee information (optional) on Page 7.*

Bonus Credit - A student may earn up to 20 percent bonus points each grading period by taking private lessons, attending concerts or recitals in the community, participating in clinics or music camps, performing in church or community organizations, doing service work for the orchestra program, or by doing research in a director guided project related to the orchestra curriculum. These points are added to a student's point total with no penalty to students who do not participate in bonus activities. See bonus credit form on page 14. Bonus form must be signed by parent or private instructor and turned in by the last Tuesday/Wednesday of each grading period to earn credit.

Semester Exam – Semester exams will be given to all students. Exams are similar to a college jury and may include:

1. The performance of the 12 major scales and full range chromatics for their individual instrument at a tempo appropriate to each level of orchestra and/or an individual or group performance project.
2. A written test covering vocabulary, basic theory, rhythmic counting and a written essay describing, comparing and/or analyzing music appropriate to each level.
3. A culminating portfolio of hand outs, programs and written exercises as assigned throughout the semester/year.
4. A solo, small group, or full orchestra performance and/or culminating project.
5. A playing test reflecting music performed that semester.

The semester exam grade will be averaged with student's two nine week grades to determine the student's semester grade. Semester grades only are used to calculate Lawrence North High School grade point average and class rank.

UNIFORMS AND APPEARANCE

All Orchestras: Upon entering the LNHS Orchestra all students will be required to purchase concert attire. All ladies will purchase a uniform dress and all guys will purchase the tux ensemble collection. (The tux price includes the coat, pants, tie, vest, and tux shirt.)

The uniform will be the students' to own throughout their career in the LNHS Orchestra and will be worn for all performances. Any accessories (shoes, belts, socks, hair accessories MUST be black).

Fittings – Custom uniform fittings will take place in August for all members in need of concert attire.

Uniform Prices – Pricing information will be communicated in August and billed through your student account statements.

Student Responsibility – It is the responsibility of each student to keep his/her uniform, accessories and orchestra wear **at home – clean, neatly hung up and properly stored.**

Alterations – Alterations to student owned concert wear are the **student's responsibility.** Please allow adequate time for any necessary alterations to be made.

Jewelry – Jewelry is allowed as part of the concert uniform. Jewelry that detracts from the uniform, i.e. anything other than gold or silver, is not permitted.

Make-up - Light make-up is allowed.

Letter Jackets - Wool athletic style coats with leather or wool sleeves may be purchased at Webster's Sporting Goods in Castleton. This coat is not a uniform requirement; however, many students wish to display their orchestra letter and awards patches when earned.

AWARDS

We have an awards banquet in May to celebrate all our orchestra students.

A student with 6 service credits earns a "letter". You may count (if completed in good standing) the following as credits...

1 credit - for each semester of orchestra class, jazz band or symphony orchestra

1 credit - for each year of musical pit orchestra, and/or private lessons

1 credit - for performing with all-state orchestra, and/or ISO side-by-side

1 credit - for earning a Gold rating at ISSMA "STATE" solo & ensemble competition

Each service credit must be verified by directors

The annual **Director's Award** is presented to the top LN Orchestra student. Each year, the award recipient will have their name added to the plaque.

Previous award recipients:

| | | |
|-------------------|------|--------|
| Nolan Cardenas | 2015 | Cello |
| Anastazie Vithova | 2014 | Violin |
| Peyton Joachim | 2013 | Viola |
| Jameel Marten | 2012 | Viola |

FINANCIAL INFORMATION

Our orchestra program at LNHS is paid for from three main sources, 1) student dues and user quotas, 2) MSD Lawrence Township and Lawrence North High School, and 3) fund raisers sponsored by the LNHS Orchestra program. To keep us competitive and able to offer the highest quality of performance opportunities to your children, **please help by paying quotas on time and participating in fundraisers as often as you are able.** If you have a need for a monthly or weekly payment plan instead of the payment dates listed below, please contact the performing arts office in writing to provide the dates and payments you wish to make. We ask that you make every attempt to complete payments as soon as you are able.

**Checks Payable to "LNHS ORCHESTRA" may be mailed to:
LNHS Orchestra, Attn. Alison Goller, 7802 Hague Road, Indianapolis, IN 46256**

LN Orchestra Annual Student Quota Information

Student quotas cover concert & competition music, extensive professional instructional staff for all sections, special guest artists, instructors, and/or clinicians, competition entry fees, transportation bus/truck fees, classroom materials, awards & student recognition, and food to celebrate the end of a successful season.

Each LN student musician is asked to pay or fundraise their budget quota to help support the cost of a successful competitive orchestra program. The semester quota is \$60.00 and is due as follows:

| Organization | Quota | Due Date | Contributes to: |
|-----------------------|--------------|--------------------|----------------------------|
| All Orchestra Classes | \$60.00 | September 15, 2015 | Annual Organization Budget |
| | \$60.00 | February 1, 2016 | |

An **OPTIONAL** personal SmartMusic subscription can be purchased from Smart Music for \$40. SmartMusic is available on computers at school for students to practice and use for playing tests/assessments. For more information about SmartMusic, go to www.smartmusic.com.

School Owned Instrument/Equipment – Rental Fees & Responsibility

All students regularly using school owned string instruments **at home** must pay, or fundraise, a maintenance fee of \$50.00 per semester. Students will pay **only one fee** if they are asked to perform on multiple instruments. Fees are due as follows:

| School Instrument | Annual Rental | Due Date | Contributes to: |
|--------------------------|----------------------|--------------------------|------------------------|
| Violin/Viola/Cello/Bass | \$100.00 | \$50.00 due September 15 | Maintenance and Repair |
| | | \$50.00 due February 1 | Maintenance and Repair |

Instruments & Equipment Care - Student fees pay for routine repair from "**normal and proper**" usage of equipment, instruments, etc. Instrument rental fees will be used for regular professional cleaning and inspection of all school instruments. All orchestra students will be expected to play quality instruments.

All students are responsible for any and all damage cause by improper usage and/or carelessness.

Concert Tickets

Admittance to each LN orchestra concert is FREE! Please invite friends and family to all performances.

Student Quota Reduction / Fundraising Opportunities

Each orchestra student has an account with the LNHS Orchestra. Families are offered many fundraisers and service opportunities in which to participate. Profits from many of these fundraisers and service opportunities will be held in the student account to be used to reduce current or future orchestra quotas, required orchestra expenses, or orchestra travel expenses (for students and family members who would like to attend or Chaperones trips.) ***Any money remaining in this account at the time the student leaves the LNHS Orchestra program can be held for siblings entering into the program or can be designated to support specific aspects of the program. Money may also be used for orchestra related expenses including private lessons, instrument purchase and repair, and string camps/clinics. Money will NOT be refunded to the student or to their families.***

Student Account Management – It is recommended that quotas be paid on time so that student fundraising opportunities may be applied to future trips and expenses. If a student needs to use the scheduled fundraisers as a means to pay current orchestra quotas, please contact the Performing Arts Office in writing, to propose an alternative payment schedule. ***All payments made to student accounts will be applied to the OLDEST carried balance on the account. All fees must be paid in full before students can participate in extra-curricular or overnight trips.***

Fundraisers – Each orchestra student and their family has the opportunity to participate in several yearly fundraisers, or may elect to pay his/her yearly quotas without fundraising.

Student quotas cover only a portion of the actual expenses incurred by LNHS in providing the highest quality and most diverse music experience possible.

Fundraisers to Reduce Your Quotas & Support Our Orchestra

Currently scheduled fundraisers are listed below. Other opportunities for fundraising may also be introduced during the year.

| Opportunity | Date | Applied to: |
|----------------------|-------------|----------------------|
| Scrip Gift Cards | Ongoing | 100% Student Account |
| Butter Braids Sale | September | 100% Student Account |
| Java Joe Coffee Sale | September | 100% Student Account |
| Holiday Wreath Sale | October | 100% Student Account |
| Candy Bar Sale | February | 100% Student Account |

Information on all fundraisers will be handed out during class and will be posted on www.lnorchestra.com

STUDENT CONTACT INFORMATION 2015-2016 SCHOOL YEAR (Required Form)

Student Name: (Last) _____ (First) _____ Grad Year: _____

Home Phone: (Area) _____ / _____

Cell Phone: (Area) _____ / _____

Email Address: _____

Street Address: _____

City: _____ Zip: _____

Instrument: _____

ALL orchestra account statements will be sent via EMAIL.

At least ONE email address is necessary for student account billing. (Must be a parent's address).

PARENT 1 INFORMATION: Name: (First) _____ (Last) _____

Work Phone: (Area) _____ / _____

Cell Phone: (Area) _____ / _____

Email Address: _____

Please send statements to this email address.

PARENT 2 INFORMATION: Name: (First) _____ (Last) _____

Work Phone: (Area) _____ / _____

Cell Phone: (Area) _____ / _____

Email Address: _____

Please send my statements to this email address.

Alternate Parent Information: Name: (First) _____ (Last) _____

Work Phone: (Area) _____ / _____

Cell Phone: (Area) _____ / _____

Email Address: _____

Please send my statements to this email address.

“OVER – BOTH SIDES MUST BE COMPLETED

STUDENT MEDICAL INFORMATION – 2015-2016 SCHOOL YEAR (Required Form)

STUDENT: Name: (Last) _____ (First) _____ Grad Year: _____

Birth Date: _____

PARENT’S INFORMATION: Mother: _____ Father: _____

Primary Phone #: _____/_____ Secondary Phone#: _____/_____

EMERGENCY CONTACT: (other than parents) _____ Phone: _____/_____

DOCTOR’S NAME: _____ Phone: _____/_____

Hospital Preference: _____ Date of Last Tetanus Shot: _____

DENTIST’S NAME: _____ Phone: _____/_____

Does the student have any of the following health conditions?:

___ **Allergies:** (Food/Drug/Bees/Other) _____ What happens: _____

Is emergency medication used? **Yes / No** Medication: _____

___ **Asthma:** Is an inhaler used? **Yes / No** Medication: _____

Triggered by: _____

___ **Diabetes:** Takes Insulin? **Yes / No** Blood sugar checked at school? **Yes / No**

___ **Bone/Joint problems:** Describe: _____ Any physical restrictions? _____

___ **Seizures:** Describe: _____

Date of last seizure: _____ Medication: _____

___ **Heart Condition:** Describe: _____

Any physical restrictions?: _____ Medication: _____

___ **Other:** Describe: _____

Any physical restrictions?: _____ Medication: _____

AUTHORIZATION FOR PARTICIPATORY CONSENT & MEDICAL RELEASE

I have received the LNHS Orchestra handbook and understand all information associated with being a member of the LNHS Orchestra program.

Furthermore, I have read and understood the LNHS Orchestra Code of Conduct and will adhere to the rules of Lawrence North High School at all times both on and off campus when participating in a band related activity.

We (I) hereby authorize any school staff member or adult chaperone traveling with the Lawrence North High School Orchestra, Indianapolis, Indiana to obtain emergency medical treatment/hospitalization for our/my son/daughter while he/she is practicing or traveling with the Lawrence North High School Orchestra. I/we also give permission for any school staff member or adult chaperone to give my son/daughter non-prescription drugs such as antacids, cough drops, ibuprofen, acetaminophen, etc. upon reasonable request by student.

Student Signature: _____

Date: _____

Parent/Legal Guardian Signature: _____

Date: _____

CODE OF CONDUCT 2015-2016 – LNHS Orchestra (Required Form)

- Each member shall put the good of the group first and foremost.
- Each member shall accept responsibility for the care of all equipment. Negligence shall result in financial accountability.
- Each member shall obey the specific guidelines set forth for each activity as given to him by the directors and/or parent supervisors.
- Each member shall be a good citizen at all times, displaying honesty, self-discipline, courtesy, responsibility, and respect for self, peers, student leaders, chaperones, parent volunteers, drivers, staff, directors, and property.
- Each member shall strive to be a positive influence in all he/she tries to do, representing the activity, school, Lawrence Township and community with pride and dignity.
- Each member shall refrain from the use of profanity.
- No member shall participate in any unlawful act. These shall include, but are not limited to, drugs, alcohol, tobacco, weapons, gambling, theft, forgery, vandalism, assault, hazing, and/or harassment.
- Each individual member shall comply with standards set forth in the Orchestra handbook, school rules & MSDLT board policies. Violation is subject to disciplinary action and/or dismissal from the orchestra program as determined by the appropriate school officials.

Student Name (Print): _____

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

LNHS ORCHESTRA FINANCIAL ASSISTANCE APPLICATION FORM

2015-2016 School Year

Please Print or Type:

Student: (Last) _____ (First) _____ Grad Year _____

Parents: (Father) _____ (Mother) _____

Family Home Phone: _____

Father's Email: _____ Cell Phone: _____

Mother Email: _____ Cell Phone: _____

Street Address: _____ Zip: _____

Please check the form of assistance you are applying for (ONLY ONE form of assistance will be awarded):

() Financial Assistance:

If an orchestra student qualifies for LNHS school text book and/or lunch assistance, he/she also qualifies for orchestra fee assistance. The orchestra scholarship program will pay half of a student's class quota & instrument/equipment rental fee provided student pays or fund-raises the remaining balance. To receive the 50/50 assistance - paper work must be on file with the LNHS treasurer and a request made in writing (the return of this form) to the orchestra director. (Eligibility will be verified through the LNHS Treasurer in October.)

To receive LNHS Band Financial Assistance:

- This Financial Assistance Application form must be on record with the Performing Arts Secretary.
- Timely payments must be applied to student account balances or parent and student participation in fundraising and volunteer opportunities.
- Text book/reduced lunch application must be on file with the LNHS treasurer (forms can be obtained from the LNHS treasurer, Pearl McQueenie. If you do not have this form or need assistance in filling it out please contact Mrs. McQueenie at pearlmcqueenie@msdlt.k12.in.us or 964-7770.)

() Sibling Reduced Fee Scholarship (List siblings below – one form per family.)

If two students from the same family participate in the LNHS orchestra program, each student will pay reduced class quotas. Quotas will be reduced by 30%. There will be no reduction for instrument/equipment rental.

List Siblings: (Last) _____ (1st) _____

(Last) _____ (1st) _____

(Last) _____ (1st) _____

I understand that I must fill out a LNHS Orchestra Financial Assistance Application Form for EACH SCHOOL YEAR that I wish to qualify for assistance. This form will apply to the school year referenced at the top of this page, and I will need to RE-APPLY next fall for scholarships to continue next year.

I further understand that scholarships WILL NOT be awarded retroactively.

Parent Signature: _____

Date: _____

“EXCUSED ABSENCE” REQUEST FORM – LNHS ORCHESTRAS

2015-2016 School Year

Name: (last) _____ (First) _____ Grad Year _____

Orchestra: _____ Instrument: _____ Phone: _____

List the date and hours of any orchestra practice you miss, or wish to miss, that you feel meets the criteria for an excused absence. **Requests for pre-arranged absences should be filed as soon as a conflict is identified and will rarely be excused when notice is given at the last minute except in emergency situations.** Please turn in requests a **minimum of ten (10)** school days before conflict date. Be specific when stating the reason for your absence and include enough information for a decision to be made. Please attempt to **arrange your schedule** to attend all practices and resolve conflicts whenever possible. We have a progressive rehearsal schedule that includes new material and/or changes at each rehearsal. **A student’s work schedule is not considered an excusable reason to miss practice.** Orchestra schedules are set very early to allow students the necessary time to arrange other activities, work schedules and/or doctor’s appointments. Thank you for supporting your son/daughter in a great youth activity and please help them with the responsibility of managing their team calendar. **All performances and practices as listed on the LNHS orchestra calendar and are required of all students.**

Date(s) of absence: _____ Total hours missed: _____

State reason(s) for absence - Please be specific – List team & coach’s name when conflict is for LNHS sports practice:

Parent Signature: _____ Date: _____

.....

(For Director Use Only)

Date request received: _____ Emergency Situation: YES NO

- () Request approved – No make up necessary
- () Request approved – Make up required (Due one week from date assigned)

Make up assignment will be: _____

- () Request denied – Student will not receive credit for time missed

Director Signature: _____ Date: _____

BONUS CREDIT REQUEST FORM – LNHS ORCHESTRAS

Due the last Wednesday of each nine weeks grading period

Name: (Last) _____ (1st) _____ Orchestra Period: _____

A student may earn up to 10 bonus points each nine weeks period by taking private lessons, attending community orchestra concerts or recitals, participating in clinics or music camps, performing in church or community organizations, participation in service activities for the orchestra program, or by doing research in a director guided project relating to the orchestra curriculum. These points are added to a student's point total with no penalty to a student who does not participate in bonus activities. Bonus form with private lesson teacher (for lessons), director (for research project) or parent (for all else) signature must be turned in by the last Tuesday/Wednesday of each six weeks grading period to earn credit. Bonus work must be completed during the current six week's term.

Private Lesson Bonus Credit

| <u>Lesson Date</u> | <u>Evaluation</u> | <u>Private Teacher Signature</u> |
|--------------------|-------------------------------|----------------------------------|
| _____ | () Prepared () Not Prepared | _____ |
| _____ | () Prepared () Not Prepared | _____ |
| _____ | () Prepared () Not Prepared | _____ |
| _____ | () Prepared () Not Prepared | _____ |
| _____ | () Prepared () Not Prepared | _____ |
| _____ | () Prepared () Not Prepared | _____ |
| _____ | () Prepared () Not Prepared | _____ |
| _____ | () Prepared () Not Prepared | _____ |
| _____ | () Prepared () Not Prepared | _____ |

Community-Based Bonus Credit – See Above Descriptions

| <u>Date Earned</u> | <u>List Activity</u> | <u>Parent Signature</u> |
|--------------------|----------------------|-------------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

PRIVATE LESSON REQUEST – LNHS ORCHESTRAS

2015-2016 School Year

**All students are encouraged to take private lessons when possible.
Return this form ASAP to hold a spot in the LN ORCHESTRA Lesson Program!**

Student: _____ Cell Phone: _____

Orchestra Period: _____ Study Hall Period: _____ Grad Year: _____

Instrument: _____

Parent: _____ Phone: _____

Address: _____ Zip Code: _____

Student E-mail: _____

Parent E-mail: _____

- **Lessons may be taken during orchestra classes or study halls.**
- **Students may take 30 minute or 60 minute durations.**
- **Students will pay private teachers directly.**
- **Students on scholarship will receive \$10 for each lesson taken, paid by the Orchestra General fund. The student will be responsible for any remaining balance.**
- **Private teachers are professionals and/or educators specializing in the instruments they teach.**
- **Students will receive extra credit for each lesson prepared during each 9 week grading period.**
- **If a student wishes to take lessons outside of school time, the orchestra directors can provide names and contact info on many area instructors.**

Parent Signature: _____ Date: _____