

THE SPRINGVILLE HIGH SCHOOL ORCHESTRA HANDBOOK

PROFESSIONALISM

The orchestra program is a highly visible program. Dr. Tsugawa expects all members of the orchestra are professional in preparation and performance. A professional:

1. Is on time
2. Communicates to the director problems concerning attendance in a timely manner.
3. Is courteous during rehearsals.
4. Takes care of personal and school equipment and property.
5. Knows part to the best of his or her ability.
6. Shows class and dignity in public while representing Springville High School.

UTAH HIGH SCHOOL ACTIVITIES ASSOCIATION

The Utah High School Activities Association requires all students performing at music festivals be students in good academic standing. Students may not participate in a music festival if that student 1) has a cumulative GPA lower than 2.0 OR 2) has two or more non-passing grades [F, NG, I] on his or her previous term's report card.

Students declared ineligible will not be allowed to perform at festivals or tour with the orchestra during the following term.

Students declared ineligible may perform at non-adjudicated concerts.

In order to participate at music festivals, all orchestra students and parents must read, sign, and turn in the *Fine Arts Tryout Checklist* provided by the Utah High School Activities Association.

ATTENDANCE POLICIES

Attendance during classes, rehearsals, and performance is an essential component in effective learning in orchestra: THERE IS NO SUBSTITUTE FOR BEING THERE!!! "Teacher instruction cannot be duplicated. Direct instruction, group discussion and work, and similar classroom activities are difficult through make up" (Springville High School Attendance Policy, 2008).

Classroom Attendance

In order to participate and perform with the orchestra, students must be on time and attend all scheduled school classes. Students who accumulate unexcused absences and tardies may be placed on the *NO PARTICIPATION LIST*. Students placed on the *NO PARTICIPATION LIST* by the administration will not be allowed participate in any activity, concert, or travel with the orchestra.

The administration will make every effort to contact and work with students included on the *NO PARTICIPATION LIST*. The attendance secretary will notify students who accumulate 5 hours of detention. The attendance office will place students who accumulate 10 hours of detention on the *NO PARTICIPATION LIST*. It is imperative that students placed on the *NO PARTICIPATION LIST* resolve their eligibility 24 hours prior to the concert. **Dr. Tsugawa will consider students who miss a concert while on the NO PARTICIPATION LIST**

unexcused.

Dr. Tsugawa reserves the right to reassign a different part, ensemble, or class to any student at anytime due to school attendance issues.

Performances

Members of the orchestra are expected to perform at ALL scheduled performances throughout the year. However, it is understood that activities and emergencies occur that preclude a student from performing. It is the student's responsibility to resolve conflicts or communicate a conflict to Dr. Tsugawa in a timely manner. A student may be excused from a performance by contacting Dr. Tsugawa in writing no later than **THREE WEEKS** prior to a scheduled concert. After this time, students will only be excused in the case of **extreme family emergency or illness**. It is the student's responsibility to present a written explanation from parents explaining the situation.

If a student misses a performance without communicating to Dr. Tsugawa in a timely manner, the student's grade will be **D**. Unexcused absences may be appealed within **2 days** after the performance. If approved, the highest grade possible will be a **B-**. One appeal per member per year is allowed. A second unexcused absence is grounds for failure.

Students who miss a concert while on the *NO PARTICIPATION LIST* will be considered unexcused.

Extra Rehearsals (Concert Orchestra)

Three afternoon rehearsals are required of the Concert Orchestra. It is the student's responsibility to resolve conflicts or communicate a conflict with Dr. Tsugawa in a timely manner.

Extra Rehearsals (Chamber and Philharmonic Orchestras)

Attendance at approximately 25 early morning rehearsals before concerts and festivals are required of all members of the Chamber and Philharmonic Orchestras. Dr. Tsugawa reserves the right to prohibit a student from performing a portion of or an entire concert who does not attend regular extra rehearsals.

Dr. Tsugawa will make accommodations for students involved in early morning seminary, distance learning classes, concurrent enrollment classes, UVU and MATC classes. It is the student's responsibility to resolve conflicts or communicate a conflict with Dr. Tsugawa in a timely manner.

A student recognized eligible to perform by the administration but prohibited to perform by Dr. Tsugawa will be asked to complete a substitute assignment instead of performing at the concert. This student's grade will not be affected if the substitute assignment is completed in a timely manner.

Summary of the Orchestra Attendance Policy

If a student...	...the student...	and the student's grade...
...notifies Dr. Tsugawa three weeks prior to a concert AND receives approval...	...may miss a concert...	...will NOT be affected if a substitute assignment is completed in a timely manner.
...experiences a serious illness or family emergency...	...may miss a concert...	...will NOT be affected if a substitute assignment is completed in a timely manner.
...is on the <i>NO PARTICIPATION LIST</i> 24 hours prior to a concert...	...may not perform at the concert.	...will be lowered. One opportunity to raise grade may be offered by Dr. Tsugawa.
...is on the <i>NO PARTICIPATION LIST</i>may be reassigned to a different part, ensemble, or class by Dr. Tsugawa...	
...does not attend extra rehearsals...	...may be asked to not perform a concert...	...will NOT be affected if a substitute assignment is completed in a timely manner.
...misses a concert without timely notice...		...will be lowered. One opportunity to raise grade may be offered by Dr. Tsugawa.
...misses a second concert without timely notice...	...will be asked to transfer out of orchestra...	...will be lowered.

Drivers' Education (Philharmonic and Chamber Orchestras Only)

There will be a moratorium on orchestra members enrolling in Drivers' Education during certain times of the year. Please refer to the 2011-2012 Driver's Education class schedule. Students are responsible for registering for drivers' ed classes in a timely manner. NO EXCEPTIONS will be made to this schedule! If a student fails to register for a drivers' ed class in a timely manner, he/she may NOT register for a drivers' ed class that conflicts with early morning orchestra rehearsals.

If your 16th Birthday is during the month of...	...then a Chamber and Philharmonic Orchestra Student...
November	may take the October class
December	may take the November class
January	must take the December class.
February	may NOT take the January class. You may take the March class.
March	must take the February class. You may take the April class.
April	may NOT take the March class. You may take the April class.

May	must take the April class
June	may NOT take the May class. You may take the June class.
July	must take the June class.

FEES

A one-time participation fee of \$50 is required of members participating in any orchestral ensemble. Also, all students using an instrument owned by the school are expected to pay a \$50 rental fee.

CELL PHONES AND ELECTRONIC DEVICES

“Students enrolled in Nebo School District are not permitted to use any electronic devices during class time. Cell phone usage is **strictly prohibited** during any class period; including voice usage, digital imaging, or text messaging” (Nebo School District Policy JP, 2006). Please place all electronic devices in a book bag or purse during class. Cell phones, iPods, and other electronic equipment SHOWN during the class period will be taken to the office. Students may retrieve their items from an administrator at the end of the school day.

USE OF RELIGIOUS MUSIC DISCLOSURE

Dr. Tsugawa believes that the study, analysis, and performance of music and text written for religious purposes is a very important part of improving musicianship and musical understanding. It is the intent of Dr. Tsugawa, Springville High School, and the Nebo School District to treat with respect, honor, and dignity the rights of all students to worship as they choose according to their conscience. The study of religious music will be limited to its musical, historical, and cultural elements. Any student who does not feel comfortable with the study of religious music will NOT be compelled to participate. It is suggested that parents and students meet with Dr. Tsugawa to arrange alternative activities and assignments.

CONCERT ATTIRE

It is the responsibility of the student to obtain the appropriate concert attire. The approved concert dress is formal black. Guidelines are as follows:

Gentleman: **Black** suit or tuxedo, white tuxedo shirt, black bow tie, black dress shoes, and black socks.

Ladies: A predominantly **black** conservative (w/sleeves and below the knee) evening dress, black hose, and black dress shoes.

GRADING

Grades are based upon musicianship, student projects, performances, and attendance.

Grades will be determined by the following percentage scale of total points possible: A=90%, A-=85%, B+=80%, B=75%, B-=70%, C+=65%, C=60%, C-=55%, D=50%, F=49% & below.

Assignments will be weighted and categorized according to the following scale:

- Playing Tests and Musicianship Projects (60%): This includes regular playing tests and one musicianship project per term. Students may choose assignments that increase their musicianship and musical understanding.
- Professionalism (20%): Student behavior will be regularly measured to the standards of professionalism indicated in the *Orchestra Handbook*. Behaviors include: attendance at extra rehearsals, being courteous during rehearsals, and taking care of music, equipment, and facilities.
- Daily Classroom Attendance (20%): This part of the grade is automatically calculated as part of a student's SIS attendance.

SEATING AND CHALLENGES

Principal Players

Dr. Tsugawa will assign principal players (concertmaster and section leaders) with an audition/playing test procedure.

Section Players

All other members of the orchestra will be seated at Dr. Tsugawa's discretion. Dr. Tsugawa will consider playing test results, professionalism, and attendance as factors of seating assignments.

Challenges

Section players may challenge for a principal player's position once during the school year. Students who wish to challenge must notify Dr. Tsugawa in a timely manner. Challenges will occur at Dr. Tsugawa's convenience. The results of any challenge are final and not subject to appeal.

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2011-2012 Springville Orchestra Program Performance Schedule

Date	Chamber Orchestra	Philharmonic Orchestra	Concert Orchestra
W 9/28	Fall Concert SHS Auditorium 7:00pm Combined rehearsal 3:15pm	Fall Concert SHS Auditorium 7:00pm Combined rehearsal 3:15pm	Fall Concert SHS Auditorium 7:00pm Combined rehearsal 3:15pm
TH, F, S, M 11/11, 12, 17, 18, 19, 21	“Anything Goes” SHS Auditorium 7:00pm		
TH 12/15		Winter Concert (Phil Strings) SHS Auditorium 7:30pm	Winter Concert SHS Auditorium 7:30pm
W 1/25	Concerto Concert Art Museum 7:30pm		
W 2/1	Philharmonic Concert SHS Auditorium 7:30pm	Philharmonic Concert SHS Auditorium 7:30pm	
TH 2/23	Region 8 Solo & Ensemble Festival @ MMHS 3:30pm	Region 8 Solo & Ensemble Festival @ MMHS 3:30pm	Region 8 Solo & Ensemble Festival @ MMHS 3:30pm
T 3/20	Spring Concert SHS Auditorium 7:30pm	Spring Concert SHS Auditorium 7:30pm	
W 3/21	Region 8 Orchestra Festival @ Timpview HS 3:30pm	Region 8 Orchestra Festival @ Timpview HS 3:30pm	Region 8 Orchestra Festival @ Timpview HS 3:30pm
T 4/24		Concert SHS Auditorium 7:30pm Combined rehearsal 4:45pm	Concert SHS Auditorium 7:30pm Combined rehearsal 4:45pm
S 4/28	State Solo & Ensemble Festival @ Lone Peak HS 8:00am	State Solo & Ensemble Festival @ Lone Peak HS 8:00am	State Solo & Ensemble Festival @ Lone Peak HS 8:00am
W 5/16	Spring Concerto Concert Art Museum 7:30pm		
F 5/18	State Orchestra Festival Time: TBA		
S 5/19	State Orchestra Festival Time: TBA	State Orchestra Festival Time: TBA	
W 5/23	Graduation	Graduation	

(PLEASE KEEP THIS SCHEDULE AND DISPLAY IT IN A PROMINENT PLACE IN YOUR HOME)

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Orchestra Contract

I have read the *Springville High School Orchestra Handbook* and understand its contents. I agree to:

- Abide by the *Standards of Professionalism* as stated in this handbook.
- Pay all activity and rental fees in a timely manner.

Student's Signature

I have read this handbook.

Parent's signature

PLEASE RETURN THIS SHEET OF PAPER. THIS IS AN ASSIGNMENT WORTH 20 POINTS!! THIS ASSIGNMENT IS DUE ON FRIDAY, AUGUST 26, 2011.

OVER

Dear Parents:

I am seeking volunteers to help with the SHS ORCHESTRA PROGRAM for the 2011-2012 school year. Orchestra students have many great opportunities to learn; expand musical skills; enjoy good

friends; and participate in tours, festivals, and concerts.

Over the years the SHS ORCHESTRA PARENT GUILD has contributed service and help with tasks such as: ushering, fund raising, chaperoning, public relations. Many parents provide small contributions of time that result in great concerts, festivals, and tours for orchestra students. Most parents help a handful of times a year with tasks such as ushering a concert, helping for an hour at a fund raising activity, or distributing a few flyers.

If you would like to serve this year, please check the boxes on the survey below. This is only a survey. Checking any box does not obligate you to serve.

Sincerely,

Sam Tsugawa

PARENTS' NAME _____

STUDENT'S NAME _____

STUDENT'S 2011-2012 GRADE: 10 11 12

STUDENT'S ORCHESTRA CLASS: 3A 4A 4B

I would like to help in the following ways:

- Usher Coordinator: *Coordinates ushers for concerts.*
- Usher at concerts
- Assist with data entry, directories, inventories, etc...
- Chaperone a day trip activity or competition
- Public relations:
Produce concert program, Newspaper stories, Produce concert flyers, Distribute flyers
- Write and send thank you notes to donors
- Serve on an ad hoc committee
 - Silent Auction *Winter 2012*
 - Fund raising: *Solicit for sponsors, programs ads*
 - Social: *Student social activities, arrange/organize snacks...*
- Technology
 - Recording concerts (the orchestra has recording equipment)
 - Sound reinforcement for concerts (the orchestra has sound equipment)
 - Computer stuff such as web site advice, databases, information management, etc...