

*The Lebanon Trail High School  
Orchestras  
2021-2022 Handbook*



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### **LEBANON TRAIL ORCHESTRA DEPARTMENT MISSION STATEMENT**

The mission of the Lebanon Trail High School Orchestra Department is to create a culture where students develop a life-long appreciation for music and high standards of excellence in music performance. While fostering the growth of our student musicians, we will create better members of society by teaching the core values of leadership, character, and self-worth.

### **PROGRAM GOALS**

Students will develop the following skills and concepts:

- I. A high degree of music reading encompassing: correct rhythm, tempo, bowing and left hand techniques, dynamics, precision, tone and the ability to be versatile and adjust to any given musical circumstance.
- II. The ability to work cooperatively with others toward the performance of music in and with the ensemble.
- III. The knowledge of a wide variety of orchestral literature.
- IV. A high level of quality artistry through individual musical awareness, control, and technical facility.
- V. Self-discipline; self-confidence; responsible and dependable behavior.
- VI. Respect for others, loyalty to the ensemble, and pride in the organization.
- VII. Respect for and proper use of equipment.
- VIII. The ability to comprehend and foster higher-level thinking skills.

## **SPECIFIC OBJECTIVES**

Students will be expected to master the objectives in each of the identified areas:

1. Care and handling of instruments
2. Posture and playing position
3. Instrumental technique
  - A. Develop tone and intonation
  - B. Develop right- and left-hand techniques
  - C. Develop rhythmic skills
  - D. Develop ability to phrase musically
  - E. Develop dynamic control
  - F. Develop articulation
4. Music reading skills
  - A. Develop eye-hand coordination
  - B. Interpret in actual sound musical symbols and terms from the printed page
5. Musical sensitivity through performance and listening
6. Evaluation of musical performance quality
  - A. Evaluate progress toward self-established musical goals
  - B. Evaluate solo and group rehearsals and performances
  - C. Recognize quality of sound, pitch, style, tempo, rhythm, blend, balance, phrasing, dynamics and articulation
7. Creative self-expression
  - A. Express oneself in every performance experience
  - B. Explore careers
8. Cognitive skills (to come to know and to develop better judgment in learning more about the elements of perception)
9. Group attitudes

## GRADES/ATTENDANCE

1. Grades are based on the following:
  - A. Performance/Outside Rehearsals/Tests and Playoffs/UIIL/Pre-UIL – Attendance at performances, dress rehearsals, and sectionals is required. If a student misses one of these and has not notified a director in advance, the absence will be unexcused. An unexcused absence earns the grade of “0”, which may be reassessed following FISD guidelines. Periodic playing and written tests, quizzes, and playoffs will also be given.  
**\*\*\*Pre-UIL is a mandatory performance for ALL students, regardless of eligibility. It is considered an extension of the classroom. If you do not attend the Pre-UIL contest, you will not be allowed to participate in the UIL contest. If you do not participate in the UIL contest, an alternate assignment will be given to you to complete for that grade.\*\***  
  
Excused Absences: Death in the family, medical emergency or personal illness, religious holiday, school activities (**with prior discussion and approval**). The director music must have a written note from the parent BEFORE the event unless the absence is due to an emergency situation.  
  
Unexcused Absences: family trips, personal business or entertainment, and “I forgot.”
2. Tests, quizzes, and playoffs will be given over a variety of materials such as:
  - A. Technique Drills
    - 1) Scales – major and minor
    - 2) Arpeggios – major and minor
    - 3) Position and shifting exercises
    - 4) Rhythm studies
    - 5) Finger pattern studies/shifting
  - B. Orchestral Music
    - 1) Bowings
    - 2) Tone quality
    - 3) Intonation
    - 4) Style
    - 5) Counting and rhythmical features
    - 6) Precision and articulation
    - 7) Musicality and qualities of interpretation
3. If a student misses a test, quiz, or playoff due to an absence, that test must be made up within five (5) school days or a grade of zero will be recorded and averaged into the final six weeks grade.
4. All material must be mastered. Therefore, if a student fails any part of a test, quiz, or playoff, he/she is given five (5) school days to master that section and must reassess in order to remove the failing grade from the gradebook. It is the student's responsibility to arrange for reassessment. A student will only be allowed one opportunity to re-test for mastery.
5. The “No-Pass-No-Play” rule affects all Fine Arts classes, including orchestra. If you fail another course in any given six weeks you will **NOT** be eligible to participate in any orchestral activities for the next three (3) week period. These participation-type activities include: Region/All-State auditions and/or performances; UIL Solo and Ensemble Contests; FISD Solo and Ensemble Contest; UIL Concert and Sight-reading Contest; and Music Festivals (trip). The activities listed above are spaced out over the

year in such a way that it is possible to **NOT BE ELIGIBLE** for **any** or **all** of them, depending on when a course is failed. Thus, PLEASE KEEP UP YOUR GRADES. Daily orchestra rehearsals in class and local concerts at school are exempt because they are considered to be an “extension of the classroom activity.”

6. Maintaining a high grade in an elective course such as orchestra is very important. If you are in Symphonic or Philharmonic and your grade begins to drop, you may be counseled to move to an orchestra which requires less from you.

### **CONDUCT EXPECTATIONS**

1. At all times, respect others and school and personal property.
2. Follow directions the first time they are given.
3. Keep hands, feet and other objects to yourself.
4. Talk only at appropriate times.
5. No eating, drinking, or chewing gum in any rehearsal hall.
6. Bring all materials to class.

### **CONSEQUENCES OF MISCONDUCT**

1. Warning/conference with director
2. Detention
3. Telephone call to parent
4. Referral to appropriate principal
5. Removal from class in one or more of the following ways:
  - a) A class change to a lower-level orchestra
  - b) Removal from orchestra at end of semester if so determined by the director and the appropriate administrator
  - c) Removal from class and assignment to campus discipline management class for the remainder of the semester

### **CLASSROOM MATERIALS**

1. Each student must have these at every rehearsal:
  - a) Rosin
  - b) Cleaning cloth
  - c) Black ½ inch three-ring binder with clear sheet protector cover
  - d) Tonal Energy Tuning App, or equivalent (purchase from your app store, not director)
  - e) Violin/Viola students: You are required to have a shoulder pad that is approved by a director. “Super Kun” is the most commonly used by students. It provides the best flexibility and lasts longer than most.
  - f) Cello/Double Bass students: You are required to have a rock stop or end pin strap
2. All students: **You are required to have a mute.** Mutes may be purchased from Lebanon Trail Orchestra Supplies very inexpensively.
3. PENCIL!!! (Keep one in your case or binder/folder at all times.)

## CLASSROOM POLICIES/EXPECTATIONS

1. You will be considered tardy if you are not inside the room when the tardy bell begins to sound. Be in your seat with your instrument and music, and be ready to tune within one minute after the tardy bell sounds. Tardies will result in escalated punishment, according to the LTHS Tardy Policy.
2. It is YOUR responsibility to see that YOUR instrument (whether you own it or it is a loan-out to you from the school) is kept cleaned and well maintained; i.e., no rosin dust, good strings, well-haired bow, clean case, cleaning cloth. If you are using a school-owned instrument you will be asked to replace broken strings, or pay for necessary repairs that are in excess of “normal usage.” The directors retain the right to make that determination.
3. To play a stringed instrument well, one must have short fingernails; therefore, it is expected that fingernails be trimmed short and neat. This is applicable to EVERYONE in the Orchestra. Due to an inability to play a string instrument effectively with long fingernails, the grade of a student who chooses not to keep their nails trimmed may be affected. If you have long fingernails during class, you may be asked to cut them at that time.
4. Because the school and the directors take such great pride in the orchestra students at LTHS, we expect students to share in that pride, especially when it comes to personal appearance. Please adhere to the school dress codes at all times.

## UNIFORMS

Each student will be issued a uniform. It is YOUR responsibility to care for it and maintain it throughout the year. A \$15.00 advance cleaning fee will be collected from each student in the orchestra (see EXPENDITURES page). ***This fee is NON-REFUNDABLE.*** Uniforms will be collected immediately following the Spring Concert.

Any student who does not return the gown or tux by the announced date at the end of the year will have an “unclear record” form submitted to the office and he/she will be unable to receive grades or register for the next semester until this obligation is met.

Care of uniforms is as follows:

- DRESS** Each female student will be issued a black dress. After each performance, it is strongly recommended that the gown be taken to the cleaners and dry-cleaned. **DO NOT WASH AND/OR TUMBLE-DRY THE DRESS. DO NOT IRON THE DRESS.**
- TUXEDO** Each male student will be issued a complete tuxedo which will include coat, pants, dress shirt, tie, and cummerbund. After each performance, it is strongly recommended that the tuxedo be taken to the cleaners and dry-cleaned. **DO NOT WASH AND/OR TUMBLE-DRY THE TUXEDO. DO NOT IRON THE TUXEDO.**

## ITEMS TO BE RETURNED AT THE END OF THE SCHOOL YEAR:

GIRLS: 1. Dress

BOYS: 1. Coat  
2. Pants

## WHAT YOU ARE EXPECTED TO PROVIDE:

**LADIES** A pair of plain, simple, ALL-black pump-type shoes. They need to be closed-toe shoes with heels of no more than two inches in height (no flats). You **MUST WEAR BLACK HOSE**. The only acceptable accessories are stud earrings and/or black hair ornaments. No bracelets, necklaces or watches during performances, please. No fingernail polish except clear for concerts.

**GENTLEMEN** A pair of simple, plain, ALL-black dress shoes which may be a loafer-type shoe or standard lace-up. **BLACK SOCKS** are a must and no substitutes will be accepted.

**ALL STUDENTS** NO CURRENT “TRENDY” SHOES WILL BE ACCEPTABLE. **If you are unsure, then ASK the director.** Wearing unacceptable attire of any kind to a concert could result in your being denied the opportunity to perform, which would then affect your grade.

## MUSIC AND INSTRUMENT SUPPLIES

Dallas Strings and Music and Arts can supply students with any instrument needs, including strings, rosin, etc. Pender’s Music or Gilbert and Lawrence Music can supply sheet music to students wishing to purchase pieces on their own.

## INSTRUMENT REPAIRS

Lebanon Trail Orchestra sends its own instruments to be repaired at Dallas Strings and we are capable of sending your personal instrument there for repairs as well if necessary.

## SCHOOL-OWNED INSTRUMENTS

Lebanon Trail High School has a very limited number of cellos and basses that are available for students to use at school. Unfortunately, we may not have enough to offer each child the opportunity to use one of these school instruments. Each bass player will be assigned a school instrument to be used in class, but cello players may be asked to bring their home instruments to school each class day. **EVERY STUDENT - REGARDLESS OF INSTRUMENT - MUST HAVE AN INSTRUMENT OF THEIR OWN AT HOME (rented or purchased).** At-home practice is imperative to the success of your student and to the success of the LTHS Orchestra.

Because these school instruments are highly valuable, we require parents to sign an “FISD Instrument Loan Agreement,” pay the FISD instrumental rental fee (\$50/semester or \$100 for the entire school year), and accept responsibility for maintaining, repairing or replacing the instrument during the current school year. This “Instrument Loan Agreement” strongly urges you to maintain insurance on the school instrument. It is your choice whether or not to do so; however, if an instrument is stolen, lost, or damaged, you are responsible for replacing or repairing that instrument. The director can provide information on an insurance company, or you may investigate options through your home-owner’s insurance.



## **BEING PUNCTUAL**

Because everyone has a busy schedule, it is vital that we begin and end rehearsals on time. The students are expected to arrive at all orchestra performances and rehearsals 15 minutes before the announced time. For example, if a rehearsal begins at 10:00 a.m., as a musician, you cannot just “show up” exactly at 10:00. You need time to uncase, sit down, unpack and organize your music, tune, and warm-up. The rehearsal BEGINS at 10:00 a.m. You need to be there at 9:45 a.m.

Remember:

**If you're early, you're on-time; if you're on-time, you're late!**

# AUDITIONS

Below are listed *some* of the criteria necessary for you to be considered for selection into another orchestra:

1. A POSITIVE attitude toward the orchestra program and a willingness to COOPERATE with the directors and students involved in the program. THIS IS **VERY IMPORTANT** and is considered to be the No. 1 priority. Participation in social events and other activities that help our orchestra to become a tight-knit family are looked upon very favorably.
2. An ability to listen to and follow detailed and intricate instructions and to comprehend and foster HIGHER-LEVEL THINKING SKILLS.
3. An audition is required and technical and musical ability on your instrument is judged by the directors to be competent for the level of music which will be performed by the orchestra for which you are auditioning. IN ORDER TO MOVE UP, IT IS STRONGLY RECOMMENDED THAT YOU BE TAKING PRIVATE LESSONS ON YOUR INSTRUMENT TO MOVE UP INTO CHAMBER OR SYMPHONIC ORCHESTRA.
4. An average of 80 or above in EACH of your other classes prior to the semester you enter Chamber or Symphonic Orchestra
5. An amount of personal practice judged by the directors to be sufficient to warrant moving you into either orchestra.
6. A willingness to agree to an alteration of your class schedule which could range from minor to major changes. IT IS YOUR RESPONSIBILITY TO INFORM YOUR PARENTS OF THIS REGULATION.
7. Auditions will take place towards the end of the Spring semester. Students DO NOT have the option to audition into a higher orchestra at the end of the Fall semester, however the director has the right to move a student to another orchestra if he/she deems necessary.

**NOTE:** Any member of Chamber or Symphonic Orchestra may be asked to re-audition at the end of the school year, especially if the director determines that the individual's general conduct, attitude and willingness to cooperate and/or technical skills are not meeting the criteria set forth by the directors.

8. The director's decision is FINAL regarding your entry into either Chamber or Symphonic Orchestra.
9. Keep up your grades. An individual who fails classes and becomes ineligible because of "NO-PASS-NO-PLAY" is subject to the following:
  - a) Remaining in the same orchestra;
  - b) Being moved to a different Orchestra class

**REMEMBER:** If you want to be in Chamber or Symphonic Orchestra and are not chosen the first time, **DO NOT GIVE UP!** Also, we cannot cover in this document every single contingency. There MAY be some other criteria that would be examined in the future that might be in your favor or not. **JUST WORK HARD. IT WILL BE NOTICED AND EVENTUALLY PAY OFF!!!**

**\*\*\*\*\*Special Note\*\*\*\*\***

If for any reason you decide to drop out of orchestra and then want to return in the future, please know that our policy on that is as follows: Upon your return, you will be placed in the Camerata Orchestra. If you desire to move up, you will need to go through the process outlined here for move-ups.

Also—please be aware that even if you audition at the end of the fall semester and are accepted into a higher orchestra, if the counselors and registrar cannot change your class, you must remain in your current orchestra.

**Parents and Students: Be informed that orchestra office hours are 8:00 a.m.-5:00 p.m. Monday through Friday. If you need to speak to the director, call (469) 633-6633 during those hours. Please do not call the director at home past 9PM in the evenings or on weekends.**

# LETTERING IN ORCHESTRA

LTHS Orchestra students have the opportunity to receive a LTHS letter for orchestra. To do this, students must understand and follow the procedures and guidelines outlined below:

1. Letters are earned by accumulating a total of no less than 40 points from service and performance. \*\*\*A list of activities and their point values follows this page.\*\*\*
2. To receive points, a student should fill out the “VARSITY LETTER FORM” Google Form with all pertinent information. “VARSITY LETTER FORMS” are always readily available via Charms or the Orchestra Website.
3. \*\*\*Due dates for “VARSITY LETTER FORMS” will be announced periodically throughout the school year.\*\*\* Forms received on a due date will be for a specified time period ONLY. For instance, if the first due date is October 1, forms for events from August through October 1 will be accepted. If the next due date is November 15, forms will be accepted for events from October 1 through November 15 ONLY. Anything before October 1 is no longer eligible for points assignment.
4. The director will assign due dates throughout the semester
5. A running tally of points will be kept throughout the year. Updated point totals will be available a few days after each due date via the Charms points system.
6. To letter, a student must:
  - a. have accumulated 40 points according the “POINT AWARD GUIDELINES,”
  - b. be in 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade
  - c. have been eligible for UIL Contest each time while they have been in orchestra
  - d. not have poor citizenship markings in any of their classes
7. A student may letter in orchestra only once.
8. Points belong to the student who earned them and ONLY that person. Points may not be traded, sold, or given away.
9. Any attempt to fabricate points or forms will result in a total termination of all accumulated points for the student in question.
10. The director reserves the right to award and subtract points as necessary.

**NOTE: Students coming to Lebanon Trail HS from another high school will be credited the points they earned at their previous school, according to the Lebanon Trail point system.**

# ORCHESTRA LETTER PROGRAM

## POINT AWARD GUIDELINES

Required to earn letter:	40 POINTS
1) WORK POINTS:	4 hours = 1 POINT (0.25pts/hour)
2) PERFORMANCE POINTS:	<u>Points</u>
Fall Concert	2.0
Winter Concert	2.0
Cluster Concert	2.0
Musical Pit Orchestra	8.0
Pre-UIL Concert	2.0
Chamber Music Concert	2.0
Spring Concert	2.0
UIL Orchestra Competition:	(up to 5.0)
Sub Non-Varsity:	1.0,
Non-Varsity:	2.0,
Varsity:	3.0
Rating:	Good 0.5 pts; Excellent 1.0 pts; Superior 1.5 pts; Sweepstakes 2.0 pts
UIL Solo and Ensemble:	
a) Rating I (Superior)	5.0
b) Rating II (Excellent)	3.0
c) Rating III (Good)	2.0
All-Region Orchestra:	
a) Selected and performed	5.0
b) Auditioned but not selected	1.5
All-State Orchestra:	
a) All-Area Orchestra	5.0
b) Selected for All-State	<u>Automatically Eligible</u>
Trip Orchestra:	
a) Participation	1.0
3) OTHER ACTIVITIES	
Summer Music Camp	2.0
Serving as an orchestra officer	2.0/year
Private lessons	1.0/semester

**All points are determined by the director.**

# TRIP/FUNDRAISING

All students of the Lebanon Trail Orchestra have the opportunity to go on our spring trip. Offering students, the opportunity to go on our trip is a distinct privilege, not necessarily a right. It is intended to be a reward for a successful year and therefore it is assumed that a 100% effort is displayed at all times during the school year, musically, emotionally, and attitude-wise. **IF YOU ARE NOT ELIGIBLE FOR THE UIL CONCERT/SIGHT READING CONTEST, THEN YOU ARE NOT PERMITTED TO GO ON TRIP.** This is our own policy here in the LTHS Orchestra. We want you to pass your classes at all times, not just when something fun is at stake. The director also has the right to deny any student the opportunity to go on trip—we will not take students who are ill-mannered or ill-behaved! That is not the persona we want to reflect LTHS Orchestra. Put your best face forward at all times!

During the year, there are several fundraising opportunities in which students may participate. Fundraising is an opportunity, not a requirement. It simply provides students a means by which to earn money for our trip. Sometimes students choose, for whatever reason, not to fundraise. Many will simply pay for the entire trip out of personal funds. However, most students combine fundraising with personal contributions. This alternative seems to be a manageable way for students to help themselves and their parents fund our trip.

Spring trip is not meant to be a vacation. In addition to being a reward for hard work, it is intended to be a quality musical experience. Such an experience could be a contest or music festival that offers rewards through a strict adjudication procedure, or it could be a voluntary performance for the nearby community. This kind of experience teaches students many things in addition to preparing the music: how to live and get along with one another over a period of several days in a rather close, confined mode of travel and living accommodations; how to stay focused, disciplined, and prepare to perform the music at a very high level; and finally how to interact with another in a social setting away from family and home. It is a maturing experience musically, emotionally, and socially.

As details of our trip become more available, students and parents will be updated.

**LEBANON TRAIL HIGH SCHOOL ORCHESTRA**  
**EXPENDITURES**

Below are listed Orchestra Department expenses for the year. PLEASE NOTE: Not every student is responsible for every item.

- |    |  |                 |
|----|--|-----------------|
| 1. | <b>Orchestra Fee (all students) .....</b>  | <b>\$85.00</b>  |
| 2. | <b>Family Orchestra Fee (per student for families with multiple students).....</b> | <b>\$ 50.00</b> |

**EXPLANATION OF FEES**

1. & 2.                    Orchestra Fee: Each student will pay an orchestra fee which is used for a variety of expenditures benefiting ALL members of the LTHS Orchestra. For example: the Orchestra T-shirt, Concert Recording Fees, food at social events, room decorations and supplies, and some expenses for the Awards and Recognition Celebration/Banquet, competition entry fees, etc. Even though not everyone will participate in all activities for which these fees are being collected (but we hope everyone will), the amount of the fees takes that into consideration; otherwise, the amount would be in excess of \$80.00.

Uniform Cleaning Fee - **this is non-refundable \$15 included in the Orchestra Fee.** All uniforms will be collected at the conclusion of the Spring Concert.

**\*LEBANON TRAIL HIGH SCHOOL ORCHESTRA BOOSTER CLUB:**

**The Lebanon Trail High School Orchestra Booster Club (LTHSOBC) makes so many things possible for your child and all of the students in the orchestra program. The LTHSOBC helps fund private lessons, celebration/banquet needs and awards, trip necessities, fees for recordings and contests, etc. Please contact the director for more information on our wonderful Booster Club**

**All payments can be made online through our Orchestra Store:**

[Webstore](#)

**OR can be made through the Booster Club via a check (Checks made payable to Lebanon Trail High School Orchestra Booster Club or LTHSOBC). Handbook Form must be submitted online by the deadline.** If you have any questions regarding anything you have read in this handbook or on this expenditure sheet, please feel free to contact us at our offices at (469) 633-6633, during working hours.