



Orchestra Handbook 2019-2020

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George C. Marshall High School Orchestras
7731 Leesburg Pike
Falls Church, Virginia 22043

August 20th, 2019

Dear GCM Orchestra Members,

Welcome back to a new school year! I hope you all had a wonderful summer. After spending the first part of last year working with you, I am very excited to be coming back to work with the GMC Orchestras for the 2019-2020 school year. I am also pleased to announce that Ms. Bond will be returning as a Guest Conductor for the Senior Pops Concert at the end of the school year. Let's get our fingers warmed and bows rosined, so that we can start making great music together this year.

Last year was another year of success and growth for the Marshall Orchestras. We gave a fun Masquerade-themed pre-Halloween concert and a fantastic Winter Concert in collaboration with the Guitar Program. At the District Assessment event, both Sinfonia and Philharmonic earned Superior Ratings AND we earned the Blue Ribbon Award yet again! The Orchestra musicians were kept busy with trips to DC and Busch Gardens, and I am pleased to say that Marshall was again represented in Senior Regionals, Senior Districts and All-Virginia Orchestra. Our Spring Concert featured some of our outstanding senior soloists and the audience enthusiastically enjoyed the pops music show. I am looking forward to what we can do in 2019-2020.

Orchestra is not only a class but also a family – for us to succeed we need to learn to work together as a unit. This includes myself, students and parents. I will work hard to be fair and prepared as a director, be available to musicians and parents alike, and strive for all groups to excel musically. My ultimate goal as a teacher is to help people love making music as much as I do.

Please review all of the information in this handbook so that myself, students and parents can all be informed as to the expectations and requirements of the orchestra program. We will be going over it in more detail both in class and at the ORCH-ientation event on September 4th.

Please contact me with any questions you may have. I welcome feedback from students and parents and have an open-door policy when it comes to anything that might be of concern to you. I am happy to assist students during LEARN and am also available by appointment after school if needed.

Go Marshall Orchestra!

Sincerely,

Tanya Ratner
Orchestra Director
Office Phone: 703.714.5320
E-mail: tkratner@fcps.edu
www.gcmorchestra.org



Orchestra Course Syllabus 2019-2020

I. Course Descriptions:

Intermediate Orchestra

Grades: 9, 10, 11, 12

Prerequisite: Attainment of beginning level skills and permission of instructor

Students continue developing as individual musicians and as members of a musical group. Emphasis is placed on the development of intermediate level technical and ensemble skills necessary for performance. Students must meet both the school day and outside of the school day participation requirements to receive credit for the course. **This course requires a student materials fee as listed in FCPS Notice 5922.**

Advanced Orchestra

Grades: 9, 10, 11, 12

Prerequisite: Successful audition

Students in this course form the representative string performing group(s) for the school. Emphasis is placed on the sequential development of advanced technical, ensemble, and disciplinary skills necessary for refined rehearsal and performance both in and out of school. Based on successful completion of sequential concepts for each level, students will continue as specified in course level. Students must meet both the school day and outside of the school day participation requirements to receive credit for the course. **This course requires a student materials fee as listed in FCPS Notice 5922.**

FCPS Co-curricular Requirement:

Many courses include participation requirements outside the regular school day. In order to receive credit for the course, students must be enrolled in the course and meet both the school-day and after-school requirements. Additional details for these courses can be found in the course descriptions of the FCPS Standard and Optional Course Offerings catalogs. FCPS Regulation 3866.1:

[http://www.boarddocs.com/vsba/fairfax/Board.nsf/legacy-content/867SM82A9465/\\$FILE/R3866.pdf](http://www.boarddocs.com/vsba/fairfax/Board.nsf/legacy-content/867SM82A9465/$FILE/R3866.pdf)

II. Course Objectives:

Students will learn and refine the following musical skills: proper instrument posture and position, major and melodic minor scales, bowing techniques, acceptable tone and intonation, acceptable musical balance as a group, proper care of and cleaning of

instruments, and the performance of selected music, to include music written at an advanced level from various historical eras. All students will rehearse and perform as a group in concert venues.

FCPS Program of Studies: <http://www.fcps.edu/is/finearts/music.shtml>

III. Course Materials:

- Instrument (of correct size) with new strings and fresh bow hair annually (**students who play cello and bass may rent a school instrument for use in class, however, all cello and bass students must provide their own instrument for rehearsals, concerts, and individual practice*).
- Instrument Accessories:
 - name tag/name identification clearly marked on instrument case
 - end pin rest (cello/bass)
 - shoulder rest (violin/viola)
 - soft cloth (for cleaning)
 - rosin
 - spare set of strings (*save your old set when you get your strings changed!*)
- Music binder/folder
- Short fingernails
- Uniform
- Music Practice Accessories: Metronome (that plays at least A440 OR Tuner); music stand

IV. Digital Access

Students are expected to abide by all guidelines as described in SR&R and FCPS Acceptable Use Policy agreements. Students who violate any provision of these policies may be prohibited from using computers at any time and may face disciplinary consequences.

During class time cell phones must always be on silent and away unless otherwise directed by the teacher.

V. Evaluation and Grading Policy:

In our Professional Learning Community, our focus is on learning. At Marshall High School (GCM), a student's grade is based on achievement: what they know and are able to do. Assignments must be completed in order to accurately assess what a student knows and is able to do so that appropriate feedback can be given to every student. The practice of assigning the grade of 0 is not applicable when used with a 100-point scale. A student who does not turn in an assignment will receive an initial grade equivalent to a 50%. However, the student is still expected to make-up that assignment.

- 30% Daily Grade
- 30% Individual Performance Assessments

40% Ensemble Performance Assessments

Daily Grades – are based on preparation and participation in class. Students must come to rehearsal prepared with instrument, all necessary equipment, and folder. In order to actively participate in rehearsal, students must practice assigned selections. Practice journaling will occur in class as part of the daily grade. Remediation/re-assessment of Daily Grade is not possible, however, the lowest Daily Grade for each quarter will be dropped.

Individual Performance Assessments -- will be announced in advance and will occur in class or by appointment. Individual Performance Assessments may also serve as a seating test. Individual Performance Assessments may be live or recorded.

Ensemble Performance Assessments -- include After-School Rehearsals and Performances and are *mandatory* for all members of the orchestra. Please see attached *Policies, Procedures, and Expectations* for details regarding rehearsal and performance attendance policies.

Sample Orchestra Grading Rubric:

Name _____	1 – Not evident. Remediation needed. 2 – Very weak. Remediation needed. 3 – Shows basic understanding. Lacks precision. 4 – Not as solid. Minor issues. 5 – Clearly demonstrated.										
Score _____ / 30 = _____											
Technique <i>(correct instrument position, left hand shape, bow hold, etc.)</i>	1	1.5	2	2.5	3	3.5	4	4.5	5		
Intonation <i>(correct notes played in tune, ringing tones, half steps, etc.)</i>	1	1.5	2	2.5	3	3.5	4	4.5	5		
Rhythm/Tempo <i>(appropriate/steady tempo, correct rhythm, etc.)</i>	1	1.5	2	2.5	3	3.5	4	4.5	5		
Tone Quality <i>(clear sound, correct bow placement/contact point)</i>	1	1.5	2	2.5	3	3.5	4	4.5	5		
Bowing Facility <i>(correct bowings, style, articulations, bow distribution, etc.)</i>	1	1.5	2	2.5	3	3.5	4	4.5	5		
Dynamics/Phrasing <i>(correct dynamics/phrasing, vibrato (when applicable), etc.)</i>	1	1.5	2	2.5	3	3.5	4	4.5	5		

Fairfax County Grading Scale:

	A 4.0	A- 3.7	B+ 3.3	B 3.0	B- 2.7	C+ 2.3	C 2.0	C- 1.7	D+ 1.3	D 1.0	F 0.0
100 pt scale	100 - 93	92 - 90	89 - 87	86 - 83	82 - 80	79 - 77	76 - 73	72 - 70	69 - 67	66 - 64	below 64
4.0 scale	4.0 -3.8	3.7-3.4	3.3-3.1	3.0-2.8	2.7-2.4	2.3-2.1	2.0-1.8	1.7-1.4	1.3-1.1	1.0-.8	.7-0

VI. Deadlines & Make-Up Work

Students may choose to make up work following unexcused absences and teachers may help the student and parent or guardian identify missed work, but teachers are not obligated to provide makeup assignments. Make up work is encouraged so that students will be prepared for future instruction.

VII. Remediation and Retake Policy

Students who wish to re-take a playing test may do so by scheduling an appointment. The higher of the two grades will be the grade that is recorded in the gradebook. All re-takes must be completed prior to one week before the quarter ends.

VIII. Learn

Students are required to attend Learn every day and log into the classroom using the QR Code provided. When a teacher tells a student, they need to see them during Learn this request is not optional. Students may request to meet with teachers during Learn with advanced notice. It is expected that the student is making productive use of Learn.

IX. Classroom Expectations

- All George C. Marshall High School and FCPS rules and regulations apply at all times. Orchestra members are expected to be respectful at all times, and have: “respect for oneself, respect for one-another, and respect for our community.”
- Please see attached Policies, Procedures, and Expectations for further details.

X. Tardy and Attendance

At GCM, students are fully responsible for completing any missed assignments when they are absent from class (as defined by SR&R Reg. 2601.23). Students who have been absent are expected to attend Learn to make up missed assignments as appropriate. In addition, any school official may request a conference or administer other interventions not directly related to a student’s grade to address excessive absences or tardies, excused or unexcused.

Daily attendance in all classes is imperative for academic success throughout each school year. Being prepared for class includes completing any necessary assignments, being in class before the bell rings and participating actively in learning each day. Each day of an excused absence affords one school day of make-up work opportunity.

Each unexcused tardy and unexcused absence means missed instruction, loss of work time, and ultimately leads to lower grades. These will lead to parent phone calls, detentions, and referrals as per school policy.

XI. Academic Integrity

At George C. Marshall High School, we believe it is everyone’s right, privilege, and responsibility to contribute to, and work in, an environment of trust and integrity.

We believe that each of us must be honest: in the work we produce and in how we represent ourselves. Honesty is the foundation of good academic work. Students will complete assignments individually or follow teacher guidelines for partner work. Students will not give or seek out unauthorized assistance, cheat or copy. We will properly acknowledge the ideas of others.

When a student is caught cheating, the teacher will inform the parent and administrator and an appropriate consequence will be administered.

XII. Teacher Contact Information

Tanya Ratner

Orchestra Director

Office Phone: 703.714.5320

E-mail: tkratner@fcps.edu

Room: Orchestra Room 301; Orchestra Office Room 302

Office Hours: by appointment before school and during LEARN



Marshall Orchestra Parent Association (MOPA)

The GCM Orchestra Booster group is called the “Marshall Orchestra Parent Association” or “MOPA.” The group was founded in the fall of 2009, and consists of an Executive Board as well as any parents of current Marshall Orchestra students who wish to be involved! MOPA supports the Orchestra students and program through providing volunteers for various events, funding various enrichment opportunities such as sectional coaches, helping to acquire and maintain instruments and accessories, and providing social and enhancement activities for students enrolled in the orchestra program.

The majority of MOPA's funding comes from donations from members and sponsors, as well as fundraisers such as the annual car wash event. ***MOPA is a 501c3 organization.***

2019-2020 MOPA Executive Board:

Sheila Ribeiro, President

Mayank Bhargava, Vice President

Erin Rubio, Treasurer

Jennifer Christenson, Secretary

If you are a parent of a current GCM Orchestra member and are interested in volunteering with MOPA this year, please reach out to President, Sheila Ribeiro at cs_ribeiro@verizon.net.

2019-2020 MOPA Meetings will be held in the Orchestra Room 301 at 7:00pm on following days. All parents of current GCM Orchestra members are welcome to attend:

- October 2, 2019
- January 23, 2020
- April 28, 2020 (elections for 2020-2021 MOPA officers)

More information will be provided at ORCH-ientation on September 4, 2019. Dates for upcoming events can be found on www.gcmorchestra.org.



2019-2020 George C. Marshall High School Orchestra Course Fees

FCPS and The George C. Marshall High School Orchestra will not charge students a fee for any mandatory aspect of the Generic Orchestra program except for musical instrument and course material fees which are permitted by the Virginia Department of Education regulations. Schools or Booster organizations cannot require a student to pay fees for course materials in excess of the amount approved by the FCPS School Board in Notice 5922.

FCPS Required Fees			
	Amount	Who pays this fee?	This pays for...
Orchestra Course Materials Fee Due September 5, 2019	\$40	All Orchestra Members	This fee covers <u>consumable</u> items/expenses for the school year. Examples of these items include orchestra t-shirt, instrument accessories, copyright, etc. Course fees will be used to purchase consumable items for the orchestra within that school year. Remaining course fees will go towards a uniform replacement fund.

FCPS Sponsored Optional Activity Fee		
This is a fee that students are expected to pay if they choose to participate in any activities/trips associated with the George C. Marshall High School Orchestra Program. This fee is determined and assessed based on the estimated cost of the trip/activity – including such costs as transportation, accommodation, registration, food, instruction, and other miscellaneous expenses.		
Students who do not pay the fees associated with a trip/activity will be ineligible to perform/participate in the trip/activity.		
Optional Activity	Amount	Due Date
Spring Trip	To Be Determined	To be Set/To be paid in payments

FCPS Instrument Rental Fee		
This required fee only applies to students who play school-owned instruments and covers maintenance costs of those school-owned instruments. Students who are verified to be on free/reduced meal plans are to pay \$20.		
Instrument Rental Fee	Amount	Due Date
Cello/Bass	\$100 year / \$50 semester or shared	9/4/2019

Uniform Fee

Uniforms must be purchased separately by the students. Students have to purchase the uniform once, with the idea that they use it for their four years in orchestra. Uniform or uniform pieces that are lost or damaged must be replaced by the student, and ordered through the supplier directly. Students who need to trade in their uniform for a different size can do so as long as their uniform piece(s) are in good condition. All costs listed below are based on the 2018-2019 actual cost and may vary slightly in 2019-2020.

Activity	Cost/Details
Orchestra Uniform (All Orchestra Members)	<u>Men:</u> Jacket - \$60.00 Shirt - \$15.00 Pant - \$27.00 Bow tie - \$3.50 Cummerbund - \$7.50 Mens Full Set (discount if ordered all at once): \$103.00 <u>Ladies:</u> Dress - \$59.00 Shrug jacket - \$32.50 Ladies Total: \$91.50 <i>*All students must provide their own dressy black shoes and black socks/hosiery.</i>

Individual Performance Events

There are opportunities throughout the school year for individual students to choose to audition and/or participate in other events. Examples include the All-District Honors Orchestra, Senior Regional Orchestra, and the Solo and Ensemble Festival. Audition/participation fees are often assessed for these opportunities by the sponsoring organization. The George C. Marshall High School Orchestra does not establish such fees, but will assist in the collection of these fees from individuals who elect to participate and the submission of one group payment to the respective sponsoring organization. These fees are communicated at the time other information about these opportunities is communicated.

Payment Policies (*Payments of course fees and uniform fees will be made at ORCHientation on September 4, 2019.*)

Check

- Payments can be made out to **George C. Marshall High School**. Please include the student's name and fee being paid in the memo line of the check or money order.
- Payments made by check or money order should be placed in the lockbox within the orchestra room (just inside the door of the orchestra room to the left). All checks/money orders must be put in an envelope labeled with the student's name, amount paid, and reason for payment.

Cash

- Please put the money in a sealed envelope and write the first and last name of the student and the name of the fee being paid (ex. Jane Doe, Uniform fee) and turn the fee in to the designated staff member in the MAIN OFFICE. The GCMHS staff responsible for collecting such cash payments will give you a receipt to acknowledge the cash payment. **NO CASH PAYMENTS SHOULD BE DEPOSITED INTO THE LOCKBOX IN THE ORCHESTRA ROOM.**

****Refunds:** Typically fees paid are non-refundable once commitments and purchases have been made. These refund policies will be communicated separately as they relate to individual activities.



2019-2020 George C. Marshall High School Orchestra Calendar

*Required events are in **bold**.*

- September 4** **ORCH-ientation Night @ GCM 7-9pm**
- September 7 Orchestra Car Wash @ GCM 10am-2pm (*Rain date: Sept. 14*)
- September 23 SRO Auditions @ Justice HS
- October 2 MOPA meeting @ GCM 7:00pm, Room 301
- October 22** **Fall Concert Dress Rehearsal *and* Fall Concert @ GCM**
 Rehearsal: 3:15pm-4:30pm
 Pizza Dinner for performers provided by MOPA/Change 4:30-6pm
 6:00pm Call Time
 7:00pm Concert
- November 7-9 Senior Regional Orchestra Event @ Fairfax HS
 (**Participants selected from 9/23 audition*)
- November 19 All-District Honors Orchestra Auditions @ Cooper MS
- December 12** **Orchestra Winter Concert @ GCM 7:00pm**
 Rehearsal: 3:15pm-4:30pm
 Pizza Dinner for performers provided by MOPA/Change 4:30-6pm
 6:00pm Call Time
 7:00pm Concert
- December 13 Sinfonia performs at Music Assembly (during school day)
- December 17 Sinfonia performs at Pyramid Snow Show @ Kilmer MS 7pm (Call Time 5.30pm/ Details TBA)
- December 18&19 Ensemble photos and Senior Headshots taken during class time (**Bring uniform and instrument to school!*)

2019-2020 George C. Marshall High School Orchestra Calendar contd.

*Required events are in **bold**.*

January 10-11	All-District Honors Orchestra event @ Langley HS <i>(*Participants selected from 11/19 audition)</i>
January 23	MOPA meeting @ GCM 7:00pm, Room 301
February 5	Sinfonia performs at Rising 9th Grade Orientation
February 22	All-State Auditions @ JMU <i>(SRO Participants are eligible to audition)</i>
March 10	<u>Pre-Assessment Concert @ GCM 7:00pm</u> (*Call time 6:00pm)
March 20-21	District 12 Orchestra Assessment @ Chantilly HS <i>*Day/ time TBA - please keep both days open</i>
March 27-28	Marshall Orchestra is hosting the District 12 Middle School Assessment event. Volunteers will be needed!
March/April	Orchestra Spring Trip TBA
April 23-25	All-State Event Weekend @ Richmond VA <i>(participants selected from 2/22 audition)</i>
April 17	Solo and Ensemble Festival @ Longfellow MS
April 28	MOPA Meeting & Officer Elections @ GCM 7:00pm, Room 301
May 11	Spring Concert Rehearsal 3:15-5:00pm @ GCM
May 12	<u>Spring Concert and Awards @ GCM 7:00pm</u> (*Call time 6:00pm)
TBD	Sinfonia Performs at Baccalaureate Service (6pm call)

All dates are subject to change, and additional dates may be added. Please check the orchestra website www.gcmorchestra.org for more details and updates. Refer to the Orchestra Policies and Procedures for information on concert attendance.



Orchestra Policies, Procedures, and Expectations

I. Attendance and Participation

- Class attendance – all FCPS and GCM during-school attendance policies apply at all times. It is the responsibility of the student to see director or a member of their section to see what they missed in class rehearsal.
- After-School Rehearsals – are mandatory and count as part of the Ensemble Performance Assessment Grade. Unexcused absences cannot be made up.
- Performances – are mandatory and count as part of the Ensemble Performance Assessment Grade. Orchestra is a performance class, and performances serve as formative assessment for the orchestra. Performances show the progress of both the individual student as well as the ensemble as musicians. Unexcused absences cannot be made up.

Excused absences from After-School Rehearsals and Performances include:

- Death in the family
- Religious holidays or conflicts
- Pre-arranged absences at the discretion of the director with at least six weeks notice, pursuant to FCPS Fine Arts Office policy
- Unforeseen emergency situations to be reviewed at the discretion of the Director and the GCM Administration

**Excused absences can be made up by the student performing their concert music individually for the director. Make up assignment must be completed prior to missed rehearsal/performance, or in the case of emergency, within a week of the student's return to school.*

II. Classroom Procedures

- Students must be in the classroom, focused on setting up for rehearsal when the bell rings. Students must be their seats with their instruments two minutes after the bell rings; failure to do so will constitute an unexcused tardy.
- Students are not to work on outside work or reading during rehearsal. During times when the conductor is working with other sections, students are to be actively participating by practicing fingerings and air-bowing silently.
- Students are encouraged to use their electronic devices when entering calendar dates, recording assignments, setting reminders, etc., before and after rehearsal. However, once the director steps on the podium and rehearsal begins, all devices must be off and out of sight unless otherwise directed by the teacher.
- Students will maintain standard adult rehearsal demeanor; non-compliance will result in a warning, then after-school detention and possible demotion in ensemble placement.

III. Sheet Music

- All original parts will remain at GCM in the black concert folders. One original part will be assigned to each stand. Students may make light markings in pencil only. Students will be responsible for their assigned part and will be charged to replace parts that are ruined or missing.
- Practice copies will be given to each student so that students can practice at home. Only one copy of each selection will be handed out. Students who misplace practice copies will need to make their own copies from another member of the section. All practice copies must be turned in or shredded once we are finished working on the selection. Practice copies are to be kept in a separate folder and brought to class so that any markings or changes can be made in class.
- Method books are provided for each student but are the property of GCM. Books must be returned in good condition, or the student/parent will be charged to replace the book.

IV. Practice

- In order for the orchestra to perform its best as a group, each and every member must practice the new skills and music taught in class at home. Parents are asked to support your child's success by encouraging them to practice every day. Provide a quiet, well-lit place for them to work. Purchasing a music stand is highly encouraged – folding stands are available at most local music dealers for around \$15.
- Practice journaling/planning will take place during class and will be part of the Daily Grade. Students who are not able to demonstrate improvement on skills and music taught in class will be assigned a practice chart to complete, or possibly moved down an ensemble level. Ms. Ratner is also available by appointment for extra help.
- Private lessons are not required but are encouraged. Private lessons help students at any level to progress more rapidly on their instrument than classroom instruction alone. The FCPS/FCODA list of local private instructors can be found on the GCM Orchestra website www.gcmorchestra.org.

V. Uniforms

- Orchestra uniforms are required for every member, and currently consist of a tuxedo or a dress with shrug. Students are expected to arrive at each performance with a clean, pressed uniform. All members should wear hair out of their face and refrain from wearing any flashy jewelry.
- Returning students whose uniform is complete and still fits are not obligated to purchase any further portions. New students and freshmen will need to purchase their uniform. Fittings will occur during ORCH-ientation. Students who own a uniform but need to swap for a different size must bring the pieces for trade to ORCH-ientation for inspection. Please be sure that pieces are dry cleaned.

- Students must also provide their own footwear. Ladies must wear an appropriate black close-toed shoe with black tights or hosiery. Gentlemen must wear an appropriate black dress shoe and black socks. An orchestra t-shirt will also be required for us to be uniform at certain events. Orchestra t-shirt will be paid for as a part of the course fee.

VI. Instrument Lockers

- Instrument lockers will be assigned to each orchestra member for storage of their instrument during the school day. Students must use the GCM lock and are NOT to share their combination with any other students (with the exception of violinists, who may share their locker with one other violinist.)
- Instrument storage rooms will be unlocked by 8:00am each morning and will be locked in the afternoons at 3:15pm or later. Students who decide to leave instruments overnight do so at their own risk.

VII. Seating

- Placement within each string section will be at the discretion of the director and may be decided through individual performance assessments, seating rotations, or placements that are in the best interest of the ensemble. Seating decisions are based on many factors including leadership, intonation, tone quality, phrasing/artistry, rhythm, bowing, and consistency. Determining seating is one the more important, yet most difficult aspects for a director! All attempts will be made to be fair and to serve the best interest of the ensemble at all times.
- Seating will rotate during the first few weeks of school in order to give students different viewpoints/sound perspectives. Prior to the Fall Concert, playing tests for seating will be held. Remember that every day is an audition! Section leaders must not only be strong players but also demonstrate other leadership abilities such as taking responsibility for (and passing back) bowings, participating responsibly in rehearsal, maintaining professional and courteous behavior to all members, leading sectionals, etc. Students who cannot fulfill their duties as section leaders will be relieved of their duties and replaced with qualified candidates.
- If a student is away for an extended length of time or unable to play due to injury or illness, the student may have to forfeit prior seating. The student will be placed within the section by the director.



George C. Marshall High School Orchestras' Orientation Night

ORCH-ientation!!!

Wednesday, September 4, 2019

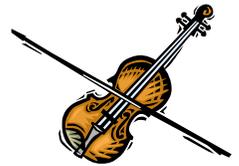
7:00 pm-9:00 pm

G. C. Marshall Auditorium

Required attendance for all Marshall Orchestra members and at least ONE parent/guardian.

Please remember to bring:

1. Your instrument
2. Uniform pieces if needed for trade (dry cleaned!)
3. Your completed/signed forms (found in this packet)
4. Your checkbook (for payment of course fee, uniform fee, membership donations, purchase supplies, etc.)



Here is what you need to do **BEFORE**** ORCH-ientation**

- Complete the Online Form. Must be completed by Sept.1, 11.59 pm.**
Navigate to the online form by going to the orchestra website www.gcmorchestra.org. It will be at the top of the "For Current

Members” page. You may need your parent’s help with some of the info.
Please submit the form only ONCE.

- **Review the all information** included in this handbook and **add all calendar** dates to your electronic calendar, family calendar, etc. *Don’t forget to add “ORCH-ientation” on September 4th from 7-9pm. **This event is required for all orchestra members and at least one parent/guardian to attend!***
- If you are a returning member, dig out your **orchestra uniform** - try it on and see if it still fits and has all its pieces. New uniforms and missing pieces can be ordered at ORCH-ientation, as well as any size swaps.
- Make a plan to rent/purchase an **instrument**, or be sure yours is in good working order. *(Violinists/Violists will begin bringing instruments to school the second week of school. Cellists/Bassists must turn in the RENTAL CONTRACT and fee at ORCH-ientation.)* We will have expert luthiers available to help inspect and offer maintenance/upgrade suggestions at ORCH-ientation. Be sure you also have your instrument accessories. Some accessories will also be available for purchase at ORCH-ientation.
- Complete attached Agreement and Emergency Care Card, and bring them to ORCH-ientation on Sept. 4th. Please **DO NOT** send any money or forms at this point – uniforms, course fee, donations/sponsorships, instrument rental, etc. We plan to take care of collecting all money and forms at ORCH-ientation!

Copies of all forms are also available at www.gcmorchestra.com



GCM Orchestra Student and Parent Handbook Agreement 2019-2020

***complete and turn in at ORCH-ientation on September 4th**

Student Agreement:

I, _____, attest that I have done the following:
(student name)

Student should initial each item:

_____ I have read the orchestra handbook/syllabus and understand the membership requirements and grading policies of the George C. Marshall Orchestra Program. I will work hard and do my best so that I, as well as all members of the orchestra, can have a successful experience.

_____ My parent and I have completed the online Student Information Form.

_____ I have entered all GCM Orchestra dates that pertain to me into my calendar. I have notified Mrs. Ratner of any direct conflicts via email. I understand the attendance policies in regards to rehearsals and concerts.

Student Signature

Date

Parent Agreement:

As a parent(s)/legal guardian of this student, I/we understand the criteria set forth in regard to being a member of the George C. Marshall Orchestra program, specifically in regard to practicing, grading, and rehearsal/concert attendance.

Parent Signature

Date

