



2021-22

HANDBOOK, CALENDAR AND FORMS

What you need to do by Sept 10, 2021:

1. Transfer the important dates from the calendar on the next page to your personal calendars. Notify Mrs. Driskell of any conflicts with required rehearsals and performances using the **Prior Commitment Form** in this packet.
2. Pay the Orchestra fee of \$30. Cello and Bass rental is \$75/yr. These may be paid through the Kennedy Bookkeeper, Stephanie Cory scory@crschools.us
3. Email Mrs. Driskell (eldriskell@crschools.us) if you have a new email address, or if you are not getting her emails. We cannot communicate without it!
4. Sign up for REMIND text messages:
 - a. Kennedy Orchestra Parents: text @a36ahk8 to the number 81010
 - b. Kennedy Symphony Orchestra: text @8ekag62 to the number 81010
 - c. Kennedy Concert Orchestra: text @hc3bbcd to the number 81010
5. Read the Orchestra Handbook online. You can find it in the following ways:
 - a. www.charmsoffice.com
 - i. Login as Parents/Students/Members
 - ii. School Code: KennedyHSOrch
 - iii. Click the folder "Handouts and Forms"
 - b. www.crkenedyorchestra.weebly.com
 - i. Go to the Handbook page
6. Finally: Complete and Return the forms at the end of this handbook to Mrs. Driskell.

Thank you!



2021-22 KENNEDY ORCHESTRA CALENDAR

Required events are in BOLD. Dates are subject to change. For an up-to-the minute calendar, go to crkennedyorchestra.weebly.com

AUGUST

30 Kennedy Open House, 6 p.m.

SEPTEMBER

7 Orchestra Open House/Parent Meeting 6:30 p.m.
22 Century Resources Catalog Fundraiser kick-off

OCTOBER

5 Century Resources Catalog Orders Due
23 All State Auditions @ Independence
25 Century Resources products delivered
28 Orchestra Concert @ 7 p.m.

NOVEMBER

18-20 75th All State Festival @ Ames
19 Iowa Junior All State Orchestra Festival (select 9th grade) @ Ames

DECEMBER

21 Winter Showcase @ 7 p.m.
22 Holiday Assembly
23-31 Winter Break

JANUARY

3 Classes resume
8 NEISTA Orchestra Festival tba
27 Metro Auditions @ Harding MS

FEBRUARY

3 Metro Orchestra rehearsal @ Linn Mar
5 Metropolitan Orchestra Festival @ Paramount
21 Class of 2026 Orientation
22 Future Ready Concert @ 6:30 p.m.

MARCH

5 Kennedy Honor Orchestra Festival, all day
7 Academic Assembly - Symphony Orchestra
9 Chamber Music Festival - Paramount Theater
28 Solo/Ensemble Recital - 6 p.m., Black Box

APRIL

2 All City Music Contest @ Jefferson HS
9 State Solo/Ensemble Festival
11 Paul Anthony Scholarship Audition

MAY

3 Large Group Preview/Senior recognition Concert @ 7 p.m.
7 State Large Group Contest @ Linn Mar
21 Symphonic Rock Concert @ 7 p.m.
23 Orchestra banquet @ 6 p.m.
27 Graduation @ 7 p.m. Alliant Energy Powerhouse – Symphony Orchestra

Class Fees

The Orchestra fee is \$30. This covers the purchase, cleaning and maintenance of uniforms.

CONCERT ATTIRE IS CONCERT BLACK

- The school provides tuxedos, dresses and blouses/slacks.

Students are to provide their own black socks/hose and black dress shoes.

- Casual footwear, such as flip-flops or sandals, is **not** acceptable.
- Please do not wear cologne or perfume during performances.

Students can pay their fees by check made out to Kennedy High School and write the student's name in the memo box. Checks should be given to the bookkeeper. Or can pay online through their class registration.

Students who are on free or reduced lunch can apply for a waiver. See the bookkeeper for details.

Instrument Rental for Cello and Bass Students

Class fees do not cover repairs and other costs related to school owned cellos and basses; the instrument rental fee covers these costs. Cello and bass students may bring their own instruments back and forth to school, or they can rent a school instrument to use at school as long as they have their own instrument at home to practice. The instrument rental fee is \$75 and pays for strings, bow repairs and minor repairs. To rent a cello or bass, complete the online [Instrument Rental Contract](#) and the fee. For those students needing to rent both a home and school instrument, the fee for a second instrument is \$30.

Concert information

High School Performing Arts events charge a small admission fee for concerts. This revenue goes into the Orchestra Fund and helps purchase new music and instrument repair. Admission prices are as follows:

Adults: \$5
Students 9-12 w/o Activity Ticket: \$4
Students 9-12 with Activity Ticket: Free
Students Pre-K through 8: \$3

Kennedy Honor Orchestra Festival

The Kennedy Honors Orchestra Festival has provided an opportunity for those talented students in grades 7-9 to have an advanced performance experience. We typically raise between \$5000-8000 at this festival, which helps pay for instrument purchases, clinicians, transportation fees and need-based scholarships. All orchestra students will help set-up/tear down/and host this event. Parents who would like to be part of the organizing this event should contact Mrs. Driskell

Symphonic Rock Concert

Each spring, the Kennedy Orchestra electrifies its strings and presents a Symphonic Rock Concert. We invite guest rock musicians to join us and perform popular music from the 70's, 80's, 90's and today. We are the only high school in the metro area to host such an event. The community looks forward to this every year. Cost of admission to the Symphonic Rock concert is higher due to expanded production costs.

All City and State Solo & Ensemble Contest

All Kennedy Orchestra students are encouraged to participate in the All City Music Contest, Saturday, April 2, 2022. This is a wonderful opportunity to perform a solo and/or ensemble for an adjudicator who will comment on what the students are doing well and how they can continue to improve their performance. Solos will require an accompanist, which typically charge between \$25-50 per rehearsal and performance. Mrs. Driskell can assist with finding a professional accompanist.

Required Materials

Method Book: Orchestra Students will receive a copy of their method book included in their class fees.

- Concert Orchestra will use *Sound Innovations*.
- Symphony Orchestra will use *Habits of a Successful String Musician*.
- Everyone will use *Music Theory for the Successful String Musician*.

They are required to bring this book to class. If the student loses their method book, they will need to get another, either from a music store or from the director. Books cost \$10.

Music Folder: Students will receive a music folder with all their concert music. Students are expected to bring their folder to every class. All music, worksheets and other folder material will first be provided by the teacher. Students who lose their music can borrow a friend's folder and copy the music in the library.

Violin and viola students are required to bring their instrument to every class and take their instrument home every night to practice; some students have an instrument to leave at school for rehearsal purposes. Students will be assigned a locker in the storage room and are expected to store their instrument in these lockers when not in use. Students supply their own locks and must give the combination to the director before placing it on the locker. They are expected to keep their locker and the instrument storage room clean. Students must have a quality instrument in good playing condition that receives proper and regular maintenance; replace old strings and bow hair regularly and the students will enjoy the instrument much more. Student names must be clearly written on the outside of the case for easy identification.

Cello and bass students may bring their own instruments back and forth to school every day, or they can rent a school instrument to use at school as long as they have their own instrument at home for practice. Students who wish to use a school cello or bass must pay a rental fee and they are responsible for taking care of any school instrument to which they are assigned. Instruments, strings, and bows should be wiped clean with a soft cloth after each use. Bows should be loosened and put away when not being used. Instruments should never be left on the floor or on top of a case unattended. Any damage incurred to an instrument or bow, whether it is the student's instrument or another's, due to the failure to follow these procedures or by negligence on the part of the student, is solely the responsibility of that student.

Accessories: Students are expected to purchase and keep the necessary accessories with their instrument including: rosin, shoulder pads or rock stops, cloths, pencils, and good strings. A folding wire stand and metronome are required for use at home.

Local Full-Service Music Stores

SCHULTZ STRINGS

<https://www.schultzstrings.com/>

1756 1st Ave NE, Cedar Rapids, IA 52402

[\(319\) 895-8484](tel:3198958484)

WEST MUSIC

www.westmusic.com

1938 Twixt Town Road

Marion, IA 52302

377-9100

GRADING

Daily Performance and Rehearsal Grade

In large ensemble classes, students will be assessed on their ensemble skills, defined as an individual student's ability to perform with everyone else, like everyone else. They will be assessed on their ability to perform the correct fingerings and use the correct part of the bow.

Students will be graded on their ability to play with flawless instrument position, left and right-hand technique. Students must wear appropriate clothing and maintain a fingernail length that does not restrict or impair instrument performance. Students who wear clothing or fingernails that keep them from playing their instruments correctly will receive a lower grade commensurate with the level of their impaired technique.

An example of the Rehearsal Assessment is [HERE](#)

Homework and Tests

Students will regularly receive playing and written assignments that they are expected to learn or complete at home. Students will perform alone and in groups to demonstrate their mastery of an assignment. Students with a regular time and quiet place to practice every day tend to perform better. Written work that is turned in late may receive a lower grade.

Lessons

Students are expected to take lessons either with a private teacher or Mrs. Driskell. The goal of lessons is to improve individual skills and musicianship. Students are expected to have at least 4 lessons per quarter. Students taking private lessons will submit a monthly private lesson form. Students taking lessons with Mrs. Driskell will sign up for a lesson time during per. 5.

Grading Policy for Concerts and Extra rehearsals

Concerts and extra rehearsals (as for the Winter Showcase and Symphonic Rock Concert) are considered part of the class requirement for orchestra. Good communication between teachers, students and parents can prevent misunderstandings. So, please communicate immediately with the director when there are problems and schedule conflicts.

The orchestra's performance calendar is on the front page of our website at www.crkennedyorchestra.weebly.com and on the first page of this handbook. Students will receive grades for every evening performance. Students that are absent, tardy or who leave early for any unexcused reason may receive a low grade or a zero.

Students who work outside jobs are expected to request that their work schedules be arranged to accommodate all after school rehearsals and performances. Employers should be informed that orchestra is a class, not an extracurricular activity; concerts are a required part of the class, and school policy states that work is not an excused reason for missing class.

Verbal or written statements from students are not excused. Absences and tardies for a dress rehearsal or performance are only excused when parents send a written note informing the director of one of the following:

1. ***The student is too ill to attend school.*** The parent should send a written note to the director as soon as possible. In most cases, a signed doctor's medical excuse will exempt the student from making up the grade.
2. ***There is a death in the family or comparable family emergency.*** The parent should send a written note to the director as soon as possible. If the student's family crisis is a death in the family or comparable, the student will be exempt from making up the grade. All other cases are excused at the discretion of the director.
3. ***The student has a prior commitment*** that was planned before the orchestra rehearsal or concert was announced. The parent must communicate this conflict using the Prior Commitment Form in this handbook. Established religious holidays are excused but should be communicated by the parent using the prior commitment form. **Prior Commitment Forms for communicating conflicts with events that are announced in August on the calendar in this handbook are due September 10.** If the orchestra has a schedule change during the year, and we sometimes do, parents will be emailed about the calendar change and given ten days to inform the director of conflicts. Students with excused prior commitments are allowed to make up their event grade by submitting a recording *before the date missed* as described below.

Making up the grade for excused absences. Students with excused prior commitments, illnesses without a doctor's excuse, and family emergencies that are not comparable to "death in the family" must make up the grade of the event missed. To make up the grade, students must record themselves performing all the music from the event that will be missed. This recording will be graded and will replace the zero for the grade of the event missed. For prior commitments, the recording must be submitted to the director before the date of the missed event. For illness and family emergency, the recording must be submitted within three days after the end of the absence.

Students who miss a significant amount of in-school or after-school rehearsals for excused or unexcused reasons may lose their leadership seating, and if necessary, will not be allowed to perform at the concert. This applies to students who miss

- More than 20% of the classes in the six weeks leading up to a concert.
- More than 40% of the classes in the last two weeks before the concert.
- Unexcused absences from any required dress rehearsals before the concert.

Students that fit one of these categories may be asked to move to the back of the section, and in extreme cases the students will be required to make a recording, as described above, and submit it before the day of the concert in lieu of their concert grade.

Chair Placement

Students will frequently rotate chairs so they can learn to listen to all the members of their section. As we get closer to a performance, seating will be determined by the following factors – performance on playing tests and performance during rehearsals.

Senior Solos

Seniors who would like to perform a solo with the orchestra must successfully perform their piece at the State Solo & Ensemble Festival or another qualifying event. The top three solo performances with orchestral accompaniments available will be selected to perform with the orchestra. If one of the top three soloists declines the opportunity, the next soloist in line will be given the opportunity, as long as he or she performed their piece at the State Solo & Ensemble Festival and earned a Superior Rating.

Field Trips

Field studies require a lot of time and preparation from the students, director and parents to make the trips educational, fun and safe for everyone. Parents are needed to organize, coordinate and facilitate the field trips for the students; without parent help, there would be no field trips. To attend orchestra field trips, students must have their orchestra fees paid; they must have a C or higher in orchestra and be passing their other classes. Students with less than satisfactory grades or behavior in any class will be restricted from all orchestra field trips.

When we travel, we represent the Kennedy Orchestra, Kennedy High School, the Cedar Rapids School District and the State of Iowa. It is expected that students treat everyone with respect and behave as fine young adults.

Fundraising

Students may raise money in order to help pay for field trips and school fees. Any money earned is deposited into an activity account through the school in the student's name. The student can request these funds to pay for a variety of things: tour costs, instrument supplies, uniform fee, private lessons, etc.

Once a student graduates or discontinues orchestra, any balance in his/her account is donated to the Kennedy Orchestra. There are two exceptions to this rule:

1. When the student has a sibling in orchestra the following year, the money can be transferred to the sibling.
2. If the student discontinues orchestra but participates in one of the other Fine Arts (Band, Choral or Drama). In this situation, the money can be transferred to the other department.

Parents' Responsibility

It is the responsibility of every parent and guardian to see that the policies outlined in the handbook are followed and that the form in the back is signed and returned. Parents are responsible for the attendance of their children at school functions, and to make sure their children practice during a designated time and quiet place at home.

How Parents Can Help

When questions about orchestra arise, it is important to go to the right source to get the correct information. If the questions pertain to orchestra class, grades and policies, contact the orchestra director. If the question is about fees, fundraisers, or other booster issues, please contact the booster president, **Emmaly Renshaw** at fenren03@gmail.com.

Visit www.charmsoffice.com and login as parents/students/members with the school code: KennedyHSOrch. There you can see the calendar and volunteer for various activities.

Other ways parents can help include the following:

- Show an interest in your child's musical study.
- Attend booster meetings, parent meetings and concerts. Orchestra parents meet at 6:30 p.m. on the first Tuesday of every month - both in person and via Google Meet.
- Make sure the director has your best email addresses for us to communicate with you.
- Read emails and flyers to make sure you get important updates about events.
- Check the website: www.crkennedyorchestra.weebly.com for information and calendar events.
- Communicate with the director and ask questions when they arise.
- Communicate with your child about family events and after-school orchestra commitments to avoid conflicts between the two.
- Teach your child the importance of keeping a calendar and being on time.
- Arrange a regular time and a quiet place for your child to practice.
- Listen to performances of practice material, especially before playing tests.
- Make sure the student has a music stand and metronome at home for practice.
- Provide your child with a good quality instrument.
- Keep the instrument in good repair, and make sure it has fresh strings and rosin.
- Help the student remember to take their instrument to school and bring it home.
- Have your child study privately with the best teacher you can find.
- Ask the director if you need help finding a private teacher for your child.
- Send your child to at least one great summer music camp each summer.
- Turn in money and forms on time.
- Visit rehearsals and encourage friends and family to attend performances.

RECOMMENDED PRIVATE TEACHERS

INSTRUMENT	TEACHER	PHONE	EMAIL	OTHER
All instruments	Orchestra Iowa School	319.366.8206. Ext. 213		http://www.artsiowa.com/school/
All instruments	Harmony School of Music	(319) 540-7798	info@harmonycr.org	https://www.harmonycr.org/
All instruments	Schultz Strings	(844) 443-6159	info@schultzstrings.com	https://www.schultzstrings.com/
Bass	John Hall	319-551-7659	johall@coe.edu	
cello	Cheryl Krewer		ckrewmuspo@gmail.com	
Viola	John Schultz	319-895-8484	john@schultzstrings.com	
Viola	Jessica Altfillisch	319-533-0708	jessica@harmonycr.org	
Viola	Brenda Cerwick		brenda cerwick@gmail.com	
Violin	John Schultz	319-895-8484	john@schultzstrings.com	
Violin	Brenda Cerwick		brenda cerwick@gmail.com	

Violin	Mike Hall		mcdllhall02@msn.com	
Violin	Beth Hoffman		margueriteviolin@gmail.com	
Violin	Kelly Moritz	319-396-3889	134klmusic@gmail.com	
Violin/Viola	Dr. Tyler Hendrickson	(319) 331-0588	tyler.john.hendrickson@gmail.com	Through Schultz Strinnings

2021-22 Kennedy Orchestra Handbook Contract

Please review the policies in the complete handbook posted online at www.crkennedyorchestra.weebly.com; then sign and return this contract by Sept. 3. Be sure to familiarize yourself with the handbook, and especially the following information:

- Orchestra Fees – why we have them, and how to pay them
- How after school rehearsals and concerts are graded
- Required materials, performance attire and more

The website www.crkennedyorchestra.weebly.com has a regularly updated calendar to which students/parents may subscribe (import into their own calendars) for free. You will also find a wealth of information about our orchestras, upcoming concerts, after school music opportunities and links to helpful resources.

Sign below and return the whole page

By signing below, I affirm that:

- I have read and understand the policies stated in the Orchestra Handbook.
- By enrolling in orchestra, I agree to comply with these policies, procedures and expectations.
- I have this year's orchestra calendar and am responsible for attendance at all required events.
- I have completed and included the prior commitment form, field trip and emergency forms.

Student Name (Print)

Student Signature

Parent Signature

Date

Parent email

Kennedy Orchestra

Prior Commitment Form

If the student has a conflict that was planned before the required rehearsal or concert is announced, the parent must communicate this conflict in writing to the director. Established religious holidays are excused but should be communicated by the parent using this prior commitment form. Multiple conflicts will not be excused.

Please complete this form and return it by Sept 10. If an event is added to the calendar later in the year, parents will be given ten days to submit this form notifying the director of the conflict.

Name of Student

Today's Date

_____ Parents initial here if the student has NO prior commitments that conflict with the required dates on this year's performance calendar.

PRIOR COMMITMENT: If the student has a prior commitment that conflicts with one or more of the required dates, please use the space below to describe the date, time and name of the Kennedy Orchestra event that the student cannot attend, and also the reason (wedding, school event ,etc.) for the conflict and why the student cannot attend:

If this event is excused, the student may be required to make up their grade by submitting a recording before the date of the missed event. Students must record themselves performing all of the music from the event that will be missed. Ten percent will be deducted from the grade for every day the recording is late.

Student Signature

Date

Parent Signature

Date

ALL STATE AUDITION REGISTRATION

Complete the information below and return this form to Mrs. Driskell by Sept. 8, 2021.

Students who are studying privately are highly encouraged to audition for the Iowa All-State Music Festival. **Auditions are Saturday, October 23** in Independence. Students who commit to the All State Audition process will be expected to learn the audition music, scales and a solo. Details can be found at www.ishma.org

What IS All-State? The Iowa All-State Music Festival is a regional representation of the finest high school musicians in Iowa. The festival will be held Nov. 18-20 in Ames. It is a wonderful opportunity for students to perform with the finest student musicians in Iowa and under the direction of nationally renowned conductors. College recruiters look for student accomplishments such as acceptance into All-State orchestras, and these events also give students a chance to meet and make new friends around the state with similar interests.

TO AUDITION: Check the audition and concert dates before committing to audition. Students must be able to attend the entire All State festival in November. Those who cannot, should not try out.

- a) AUDITION DATE: Saturday, Oct. 23 at Independence HS. Times TBA.
- b) REHEARSALS/CONCERT: Thursday Nov. 18-Sat. Nov. 20. Concert @ 7 p.m. in Hilton Coliseum, Ames.
- c) AUDITION REQUIREMENTS: Requirements and music are posted online at www.ihsm.org; Be sure to look at the special instructions.

PLEASE NOTE: IF YOU RETURN THIS FORM, IT IS EXPECTED THAT YOU FOLLOW THROUGH WITH YOUR AUDITION. Iowa is divided into 6 All-State regions/districts. The number of students in those districts accepted into the All-State Chorus, Band, or Orchestra is based upon a quota for each voice part/instrument. That quota is the ratio of the number of students auditioning on each voice part/instrument within that district versus the total number audition statewide applied to the total number needed for each All-State Ensemble. In instances of a tie, the district with the lowest scratch ratio is awarded that folder/position. Therefore, if you scratch, you end up hurting the chances of students in our region being selected for the ensemble.

I affirm that I have checked my calendar and I intend to audition and perform in All State if I qualify. Your \$16 registration fee is covered by your class fees. You owe nothing more than your signature and commitment at this time.

Student Name (Print)

Student Signature

Parent Signature

Date

Kennedy Orchestra Parents

The key to a successful program is the support of staff, students and especially parents. If you can be of assistance in any of the following areas, please volunteer your time and talents. There is nothing more rewarding than being an active member of a fine organization, and your involvement speaks volumes about how you value the choices your child makes. Check areas of interest below, and a committee chairperson will be in touch with you.

Organize	Help Out	
_____	_____	Hospitality: Social activities, banquets, refreshments, etc.
_____	_____	Publicity: Help get the word out through social media, posters, news outlets.
_____	_____	Field Trip: Help plan trips, chaperone students
_____	_____	Fundraising: Help organize fundraiser, work events
_____	_____	Special Events: Kennedy Honors Orchestra Festival
_____	_____	Special Events: Symphonic Rock Concert
_____	_____	Special Events: Music Department Winter Showcase (Dec.)

SPECIAL SKILLS AND INTERESTS

Check one or more of the areas where you can assist.

_____ Legal advisor	_____ Carpentry
_____ Sound equipment	_____ Sort Music
_____ Audio/visual	_____ Sewing/uniforms
_____ Notary public	_____ Artist (posters,
_____ Computers/data entry	program covers)
_____ Web design (maintaining website)	_____ Give rides to
_____ Assist with uniform organization	students to evening and
_____ Nurse	weekend performances.
_____ CPA	_____ Photographer (concerts, special events –
_____ Graphics/art	digital preferred)
_____ Crafts	_____ Videographer

Miscellaneous: (Use space to describe)

Are you a certified teacher? If so, what do you teach? _____

Are you a musician? If so, what do you play? _____

How many years? _____

Do you still practice it? _____

Would you like to? _____

PARENT'S NAME: _____

STUDENT'S NAME: _____ GRADE IN SCHOOL: _____

PARENT PHONE #: _____ EMAIL: _____

Please return to Mrs. Driskell by Sept. 10.