



# HIGHLAND ORCHESTRAS

## *2023 - 2024 Orchestra Handbook*

Dear Highland High School Orchestra Members and Families,

It is my distinct pleasure to welcome you to the 2023-2024 school year. We are very excited for another great year and can not wait to get started! We are so fortunate to be able to make music together and we will strive for excellence both individually and as a group to enrich our lives and the lives of others. Please review the materials in this handbook as a family. Ninety percent of the information you need to have a successful year is in this packet. Please make sure to put all the dates and other information in your family's calendar and we thank you for the opportunity to teach your students.

### **Early due dates**

*Friday, August 4 - Uniform fees and Handbook forms are due.*

*Friday, August 18 - Symphonic Strings Retreat fee due.*

### **Communication**

Craig Ghormley

Director of Orchestras

Highland High School

[craig.ghormley@gilbertschools.net](mailto:craig.ghormley@gilbertschools.net)

Amy Bennett

Orchestra Director

Highland High School

[amy.bennett@gilbertschools.net](mailto:amy.bennett@gilbertschools.net)

Highland High School Orchestra Office- (480) 497-3119

Website- [highlandorchestras.org](http://highlandorchestras.org)

Booster Email- [highlandorchestras@gmail.com](mailto:highlandorchestras@gmail.com)

Facebook- "Friends of Highland Orchestras"

Instagram- [@highlandorchestras](https://www.instagram.com/highlandorchestras)

**All students should be members of our Google Classroom and Remind. See registration info below:**

### **Google Classroom**

Starlight Serenade - jgy76xb

Concert Orchestra - pk5caez

Symphony Orchestra - 6owrgjx

Sinfonia - qeyz2xm

Chamber (6th Hour) - un6jwta

Chamber (7th Hour) - wqraxpt

### **Remind- text code to 81010**

Starlight Serenade - @starlite

Concert Orchestra - @hhsco1

Symphonic Strings/Symphony - @hhs2ndhour

Sinfonia - @hssinf

Chamber Orchestra - @hhsco2

## Financials

You may make payments for uniforms/fees/trips in three different ways. No cash will be accepted.

1. Checks should be made out to Highland HS Orchestra Boosters. Please put the student's name on the memo line and enclose it in an envelope. The front of the envelope should have the student's name and performing group.
2. VENMO- Our account name is @highland-orchestras. You will need to put your student's name and performing group in the memo section as well.
3. Fees can also be paid using the Arizona Tax Credit (form attached). Information and form are also available online at [gilbertschools.net/taxcredit](http://gilbertschools.net/taxcredit).

This year- student accounts will be kept in **My Music Office**- [mymusicoffice.com](http://mymusicoffice.com). An email was sent out with instructions on Friday, July 21, 2023. Please let us know if you did not receive it.

## Uniforms

All students must have an Orchestra T-Shirt to be worn to school on performance days and when we travel. All orchestras wear the same t-shirt. Students who already have an orchestra T-shirt that fits and is in good shape do not need to order another one. T-Shirt Cost will be **\$10.00**.

Concert Uniforms will be fitted and issued during the first few weeks of school. A uniform usage fee will be due before your student's uniform will be sent home. This fee will pay for the use of the uniform for the entire school year and the final dry cleaning. Students are expected to properly maintain and dry clean their uniform throughout the performance season. Students are responsible for returning all uniform parts in good condition, as well as replacement costs for lost or damaged uniforms/parts. You will not be responsible for the end of the year dry cleaning, as we will have all uniforms dry cleaned together at the end of the year. The following is a listing of uniform needs for each student:

### Tuxedo (All Orchestras)

- Tuxedo (Coat, Pants, Tie, Cummerbund) - checked out from the school (**\$35**)
- Wing collared tuxedo shirt, Black dress shoes, Black dress socks - purchased by the student
- Orchestra t-shirt (**\$10** if needed)

### Starlight Serenade (strolling)

- Starlight Serenade dress (Dry-clean only) - checked out from the school (**\$20**)
- Black dress shoes & sheer black nylons - purchased by the student

### Chamber Orchestra (6th & 7th Hour) and Concert Orchestra (1st hour)

- Black skirt (machine washable), Tie, Cummerbund - checked out from the school (**\$20**)
- Wing collared tuxedo shirt, Black dress shoes, Sheer black nylons - purchased by the student
- Orchestra t-shirt (**\$10** if needed)

### Symphony Orchestra (2nd Hour) and Sinfonia (3rd Hour)

- Symphony/Sinfonia dress (Purchased by student from the school - **\$80**) - Fitting, ordering, and delivery will be handled through the HHS Orchestra Boosters.
- Black dress shoes & sheer black nylons - purchased by the student
- Orchestra t-shirt (**\$10** if needed)

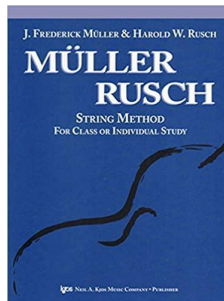
*\*Tuxedo shirts may be purchased from any formal wear shop in the area  
(The Tuxedo Lady: 4210 E. Main Street (**highly recommend!**), Men's Wearhouse, Amazon, etc.  
Estimated cost is approx. \$25.00.*

## Required Materials

- Folders and music – these will be assigned, in most cases, two students per folder. Music is NOT a disposable item. **Students are responsible for replacement costs for lost or damaged items.**
- Instrument (in good working shape – violins/violas need to have 4 fine tuners on their instrument – these are necessary for students to be able to tune themselves quickly).

Violins/Violas with two instruments need to bring in a handwritten note signed by a parent saying that they have a quality instrument at home and will practice daily. Please turn these notes in to Mr. Ghormley by Tuesday, August 1, 2023.

- A small soft cloth for cleaning instrument
- Rosin – Please write your name on the box and the rosin. [For all bass players – We require Pop’s or Kolstein Rosin]
- Shoulder Rest (for violins & violas) [We recommend a “KUN”, “Everest”, or “Resonans” - they are the most durable]
- Permanent Luggage/ID tag (with name and phone number clearly written on the tag) [“Highland Orchestras” ID tags are available for \$2.00.]
- Pencil
- Music stand, metronome, and tuner for home practice
- **Strolling Strings** -1 inch Black Binder needed by Tuesday, August 1
- **Concert Orchestra and Chamber Orchestra** -Muller Rusch Book 4 (Blue) needed by Thur., August 3.



- Performance Mute - rubber mutes are the cheapest! (2 Hole mutes will not fall off your instrument)



## Lockers

Students will be issued instrument storage lockers. Lockers provide minimal security, and the Gilbert Unified School District is not liable for losses. Students are not to leave valuable personal items or money in these lockers. Lockers are for instrument storage only.

## School Instruments

In some cases, school instruments may be made available for individual students' use. An “Instrument Usage Form” must be filled out and completed in order for the student to use the school instrument. Students using school instruments are responsible for any damage that may occur due to their fault or negligence. Students or parents should be sure to communicate with the orchestra director if they have any concerns about their instrument.

## Concert Tickets

All regular Orchestra concerts will require tickets. We will have two performances on each concert date, but students will only perform on ONE of the concerts. Please check the performance schedule carefully for which performance your student will be in, as it varies for each concert. (Your student will still perform in all three Holiday Concerts, as noted on the performance schedule.)

Tickets for parents will be available online one month before each concert. This is ONE WEEK before we open them to the general public. All tickets for concerts will be for RESERVED SEATS. The link for tickets will be available on the orchestra website: [highlandorchestras.org](http://highlandorchestras.org). Parents may purchase as many tickets as they need, and will be eligible for two comp tickets, as we have done for previous concerts. The dates for Parent Priority tickets are on the performance schedule located in this handbook.

## Travel

Each Orchestra goes on one trip every Spring. Tentative dates are on the attached calendar or located below.

The cost of the Symphonic Strings Retreat is \$200 and balance is due by Friday, August 18, 2023.

The cost for the **Symphony Orchestra & Sinfonia** Spring tour is expected to cost approximately \$750.00.

The cost for the **Chamber Orchestra** Spring tour is expected to cost approximately \$200.00

The cost for the **Concert Orchestra** Spring festival trip is expected to cost approximately \$40.00

**More details on trips and trip payments will be sent home when available.**

Money for meals, souvenirs, etc. is additional. The HHS Orchestra Boosters provide fundraising opportunities prior to each trip to enable each student to earn the money he/she needs to pay for the cost of their trip. ***Please feel free to take advantage of the Arizona State Tax Credit program.*** You will find the appropriate form in the back of this handbook.

## Orchestra Grading Policy

- Rehearsal Checks
- Music Checks/Playing Tests (Performance seating may also be determined from these)
  - Students that receive a score of 79% or lower will have the opportunity to redo their test for a higher grade after completing the required work as agreed upon by the student and the teacher.
  - Late music checks will be accepted for one week but will not be considered for performance seating.
- Written assignments: Concert Reviews/Critiques
- Performances
  - Points for performances are awarded for successfully completing the following: Arriving on time for tuning/warm-up, complete uniform, audience etiquette, performance on stage, observation of the entire concert, and concert reflection.

At the end of each grading period, points will be totaled and put in percentage form.

A = 90 - 100%, B = 80 - 89%, C = 70 - 79%, D = 60 - 69%.

## Expectations

Please be on time and ready to work when rehearsal begins. Please note that tardiness will also be dealt with as per the Highland High School attendance policy.

Chewing gum, eating, or drinking during rehearsal or performance is not allowed. A water bottle is the only exception.

Using a cell phone/smart watch during rehearsal, performance, or in the audience is not allowed. To avoid distraction, cell phones and smart watches need to be in the student's **backpack** for the duration of class. If a

student violates this rule, the phone will be taken and put in a safe place by the teacher. The cell phone/smart watch may be retrieved by the parent at the end of the day.

For our organization to function properly, all students must have the proper instrument, equipment, music, and a pencil.

**Orchestra is a performance-based class.** All members are expected to participate in all performances. An unexcused absence from a performance will result in the student's grade being lowered by 100 points. All make-up work must be completed in the appropriate amount of time.

**Excluding emergencies, absences from performances can only be excused by a note and/or phone call from the parents being received by Mr. Ghormley and Mrs. Bennett at least two weeks prior to the anticipated absence.** This includes conflicts due to other school related activities and events. In the case of an emergency, a phone call or email from the parents should be received as soon as possible; preferably before the performance. An email or phone call does not automatically excuse a student's absence, depending on what is contained in the note.

\*99% of all conflicts can be resolved if both parties involved have communicated at the appropriate time.

### **The Importance of Attendance**

Student attendance closely matches and nearly always mirrors academic achievement. Students who are absent from school miss the introduction of new material as well as the benefits of interacting with their peers in discussion, activities and presentations. Our attendance policy is designed to involve you as the parent through communication from the office and individual teachers, as well as to teach students to be responsible and academically accountable.

Students who are chronically or habitually absent may be asked by their grade level administrator to provide documentation for excessive absences from medical personnel. Ideally, all attempts should be made by parents to schedule orthodontist, dentist and doctor appointments before or after school. Family vacations should be scheduled during school breaks.

### **Extra-Curricular Activities**

Students who are excessively absent, failing courses or have grades below a D, may be denied the ability to participate in field trips or other extra-curricular activities. This includes all athletic events as well as performing arts and other club events.

### **Tardies**

Students who arrive to class late are a distraction to the students in class as well as to their teacher. Please encourage your child to leave the house early enough to account for traffic and get to school on time.

### **Additional District Policies**

District policy requires all students who perform in AMEA adjudicated events to maintain a minimum grade point average of 2.00 and have no failing grades for the previous 9-week grading period. Students can be reinstated after the next 4 1/2 week grading period

Bullying and/or hazing is not an acceptable behavior. Gilbert Public Schools' policies may be found in the student handbook and also on the GPS website. JIC-EG092711

**HIGHLAND ORCHESTRAS PERFORMANCE SCHEDULE**  
**FIRST SEMESTER 2023 -2024**

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Monday-Friday, July 31-August 4, 2023

*All Orchestras* - Uniform Fitting and Checkout

Friday, August 4, 2023

*Uniform Fees and Handbook forms Due for all orchestras.*

Saturday, August 19, 2023

**Debut Concert** tickets available online to **Parents**

Saturday, August 26, 2023

**Debut Concert** tickets available online to General Public

Friday & Saturday, September 8 & 9, 2023

*Symphonic Strings* Retreat at Camp Shadow Pines- Heber, AZ

Tuesday, September 19, 2023

HHS Orchestras **Debut Concert** HHS Auditorium  
 6:00 p.m. – *Concert Orchestra, Sinfonia, Starlight Serenade*  
 7:30 p.m. – *Starlight Serenade, Chamber Orchestra, Symphonic*  
*(Chamber Orchestra Combined Dress rehearsal: 6:30 am)*

Friday, September 22, 2023

Fall Orchestra Festival at Highland HS  
 Perf. Times **TBA** *Sym. Strings, Sinfonia, Chamber, Concert*  
*Volunteers will be needed as we are hosting.*

Tuesday, October 17, 2023

Orchestra Yearbook Pictures - *uniforms required*

Wednesday, November 15, 2023

**“Home for the Holidays”** tickets available online to **Parents**

Wednesday, November 22, 2023

**“Home for the Holidays”** tickets available online to Public

Wednesday, December 6, 2023

*Sym. Strings/Starlight Serenade*  
 Performance at Valle del Oro RV Resort  
 Call time: 3:00 p.m. Performance: 6:30 p.m.

Friday & Saturday, December 15 & 16, 2023

HHS Orchestras **“Home for the Holidays” (2 days – 3 shows)**

**ALL ORCHESTRAS PERFORM IN EVERY SHOW**

*Three Performances*

**Dec. 15** Call time: 5:30 p.m. Performance: 7:30 p.m.  
*(Chamber Orchestra Combined Dress rehearsal: 6:30 am)*

**Dec. 16** Call time: 1:00 p.m. Performance: 1:30 p.m.  
**DINNER BREAK – (Off Campus)**  
 Call time: 7:00 p.m. Performance: 7:30 p.m.  
**United Sound will perform in this show.**

Friday, December 16, 2023

**Valentines Dinner** tickets go on sale at Holiday Concert

**HIGHLAND ORCHESTRAS PERFORMANCE SCHEDULE**  
**SECOND SEMESTER 2023 -2024**

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Saturday, January 20, 2024 AMEA Solo and Ensemble Festival Tier 1 @ Mountain Pointe HS

Friday & Saturday, January 26 & 27, 2024 Regional Auditions @ Highland HS

Friday, January 26, 2024	<b>Festival Showcase Concert</b> tickets available online to <b>Parents</b>
Friday, February 2, 2024	<b>Festival Showcase Concert</b> tickets available to Public

Tuesday, February 13, 2024 Valentine Dinner Performance/Fund-Raiser at Highland HS “Crystal Ballroom” **6:00 – 9:30 pm**  
*All Orchestras (all students)*

Monday, February 26, 2024 HHS Orchestras **Festival Showcase Concert** - HHS Auditorium  
 6:00 p.m. – *Chamber Orchestra, Sinfonia, Starlight Serenade*  
 7:30 p.m. – *Starlight Serenade, Concert Orchestra, Symphony*  
*(Chamber Orchestra Combined Dress rehearsal: 6:30 am)*

Wednesday, February 28, 2024 *Concert Orchestra* to ABODA Area Concert Festival @Catalina Foothills HS, Tucson, AZ

Thursday, February 29, 2024 HJHS Orchestra Concert  
**7:00 p.m.** HHS Auditorium *Symphony Orchestra*

Friday & Saturday, March 1 & 2, 2024 ABODA Area Concert Festival @Highland HS *Symphony, Sinfonia*  
*Volunteers will be needed as we are hosting.*

Wednesday & Thursday, March 6 & 7, 2024 *Chamber Orchestra* to ABODA Area Concert Festival @Flagstaff HS, Flagstaff, AZ

Wednesday, April 3, 2024	<b>An Evening at the Symphony</b> tickets available to <b>Parents</b>
Wednesday, April 10, 2024	<b>An Evening at the Symphony</b> tickets available to Public

Thursday - Sunday, April 25 - 28, 2024 Sinfonia & Symphony Spring Tour (Tentative)

Monday, April 29, 2024 *Annual End of the Year Celebration*  
*All Orchestra Students and their Parents*  
 6:30 p.m. HHS Crystal Ballroom

Friday, May 3, 2024 “An Evening at the Symphony” & Senior Night – HHS Auditorium  
 6:00 p.m. – *Concert Orchestra, Chamber Orchestra, Starlight Serenade*  
 7:30 p.m. – *Starlight Serenade, Sinfonia, Symphony, United Sound*

Friday, May 10, 2024 Gilbert Schools Concert Orchestra Invitational  
*Concert Orchestra*

Sunday, May 19, 2024 Baccalaureate- HHS Auditorium *Symphony Orchestra*  
**Call Time - 12:00 p.m. TWO SHOWS - 1:00 p.m. & 3:00 p.m.**

***STARLIGHT SERENADE PERFORMANCE SCHEDULE  
FIRST & SECOND SEMESTER 2023 -2024***

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Saturday, September 23, 2023	<b><i>Starlight Serenade</i></b> - National Anthem @ HHS MB Comp. Call time: 5:45 p.m
Friday, October 20, 2023	<b><i>Starlight Serenade</i></b> - National Anthem @ HHS Football Game Call time: 5:45 p.m.
Wednesday, November 8, 2023	<b>Starlight Serenade</b> - Gilbert Excellence Awards- TBD
Wednesday, December 6, 2023	<b><i>Sym. Strings/Starlight Serenade</i></b> @ Valle del Oro RV Resort Call time: 3:00 p.m. Performance: 6:30 p.m.
Monday & Tuesday, December 18 & 19, 2023	<b>Starlight Serenade</b> - Elementary Tour (Afternoon only)
Wednesday, January 3, 2024	<b><i>Starlight Serenade</i></b> Rehearsal- 6:00 – 8:00 p.m.
Tuesday, January 16, 2024	<b><i>Starlight Serenade</i></b> @ Sunland Village East Call time 5:00 p.m.
Monday & Tuesday, January 22 & 23, 2024	<b><i>Starlight Serenade</i></b> @ 6 <sup>th</sup> Grade String Festival #1 & #2 Call time: 6:30 p.m.
Monday, January 29, 2024	<b><i>Starlight Serenade</i></b> @ Silveridge RV Resort Call time: 4:00 p.m.
Tuesday, February 6, 2024	<b><i>Starlight Serenade</i></b> @ Sunland Village Call time: 5:30 p.m.
Monday, February 12, 2024	<b><i>Starlight Serenade</i></b> @ The Resort Call time: 5:30 p.m.
Tuesday, February 13, 2024	Valentine Dinner Performance/Fund-Raiser at Highland HS “Crystal Ballroom” <b>6:00 – 9:00 pm</b>
Tuesday, February 20, 2024	Retirement Community Performance Call time: 5:30 p.m
Thursday, April 4, 2024	GPS Schools Employee of the Year Banquet
Friday, May 3, 2024	<b><i>Starlight Serenade</i></b> final rehearsal 6:30 – 7:25 a.m.

***\*Additional performances are very likely to be scheduled in February & March.***