

Last Name: _____

Due August 22



2019-2020 HANDBOOK SIGNATURE PACKET

The handbook will be distributed electronically to the returning orchestra members: www.lafayetteorchestra.org

After downloading and reading the handbook, please complete this page, and return it to the Orchestra Office by **August 22**.

This signature packet counts as a grade.

CIRCLE ORCHESTRA: STRING CONCERT SYMPHONIC CHAMBER

I, (student name) _____, have read and understand the Lafayette High School Orchestra Handbook. I feel as though I can make a positive contribution to the Orchestra program at Lafayette and that I will follow all rules and procedures outlined herein.

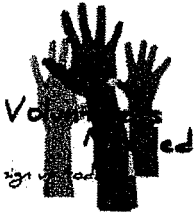
Signature of Orchestra Student

Signature of Orchestra Parent/Guardian

Date

PLEASE UPDATE CONTACT INFO- (Please check the box if we already have your information and leave blank)

PARENT CELL PHONE - CHECK TO SEND TEXTS () <input type="checkbox"/>	CELL PHONE CARRIER
STUDENT CELL PHONE ()	CELL PHONE CARRIER
STUDENT EMAIL	T SHIRT SIZE
PARENT 1 EMAIL	<input type="checkbox"/> CHECK IF WE ALREADY HAVE IT
PARENT 2 EMAIL	<input type="checkbox"/> CHECK IF WE ALREADY HAVE IT



LAFAYETTE ORCHESTRA PARENT VOLUNTEERS

Our orchestra program depends on volunteers to provide engaging activities and events that improve our students' musical experience.

Many of these activities include chaperoning trips, transporting students or equipment, ushers for concerts, video recording or assisting with supervision.

If you would consider helping in any way, you must be a Registered Chaperone with Fayette County Public Schools. The registration is good for four years. Please follow our link on the orchestra website under Parent Information or the web address.

<http://www.lafayetteorchestra.org/volunteer>

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2019 Fall Semester Field Trip Permission Form

I, the undersigned Parent/Guardian of the student named below, understand the nature of the Field Trips being planned to the following locations. Not all students/orchestras are eligible for every trip listed.

STUDENT'S FULL NAME _____ DOB: _____

Parent Initials

- ____Initial Orchestra Family Cookout Shillito Park No Transportation Provided Friday, Aug 30
____Initial Costume Concert (String/Concert) Norsworthy Auditorium No Transportation Provided Tuesday, Oct 22
____Initial Mischief Night (Chamber/Symphonic) Norsworthy Auditorium No Transportation Provided Thursday, Oct 24
____Initial KMEA District 7 All-State Auditions Woodford Co Middle School No Transportation Provided Saturday, Nov 16
____Initial KMEA Solo & Ensemble Frederick Douglass High School No Transportation Provided Saturday, Nov 23
____Initial Winter Concert (all orchestras) Beeler Auditorium No Transportation Provided Tuesday, Dec 10

PARENT/GUARDIAN PERMISSION FORM FOR FIELD TRIPS and MEDICAL INFORMATION

I am in accord with the purposes of and procedures governing the Field trip. I hereby grant permission for my student to participate. I understand that adequate and appropriate supervision will be provided. I recognize, however, that unanticipated situations and problems can arise on any trip, school-sponsored or otherwise, which situations or problems are not reasonably within the control of the supervising teacher(s) or staff (including volunteers). I further agree to release and hold harmless the Fayette County School District Board of Education, their agents, officers, employees and volunteers, from any and all liability, claims, suits, demands, judgments, costs, interest and expense (including attorneys' fees and costs) arising from such activities, including any accident or injury to my student and the costs of medical services.

In the event of an injury requiring medical attention, I hereby grant permission to the supervising teacher(s) or staff (including volunteers) to attend to my student. If the injury warrants further medical attention, I expect every effort will be made to contact me to receive my specific authorization before action is taken. If efforts to contact me are unsuccessful, I grant permission for necessary medical treatment to be given. In addition, I hereby give my permission to the supervising teacher(s) or staff (including volunteers) to take my student to the Physician, Dentist, or to the hospital if an accident or serious illness occurs on the trip and I cannot be located.

In the event that my student must return to school independently for health, accident, failure to conform to rules established by the teacher in charge, etc. I agree to accept full responsibility for and to pay for the cost of medical care, transportation and other incidental expenses.

The student's medical form must be on file with the orchestra office in order to participate in field trips. It is the parent's responsibility to notify us of any changes to the student's medical record.

Parent/Guardian Signature _____ Date _____

2019-2020



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STUDENT'S FULL NAME _____ DOB: _____

Please list any medical concerns or past medical history of which we should be aware:

Please check below if you student has allergy or sensitivity that needs to be accommodated on this trip:

- Bee Sting Nuts Dairy Latex Other: _____
- Asthma Diabetes Seizure Disorder Heart Condition Other: _____

** If my student requires medication, I understand that I am obligated to ensure that the medication and the (FCPS) Medication Authorization Form are on file prior to the trip and I will supply the medication in the original container on the day of the trip. For a student to self-administer any medication (prescription or non-prescription) the Self-Administration Form must be completed by their parent/guardian and physician. Please note, school staff is NOT responsible for self-administered medications. Controlled substances may NOT be self-administered.

INSURANCE COMPANY _____ POLICY NUMBER _____

SUBSCRIBER NUMBER _____ GROUP NUMBER _____

PERSONAL PHYSICIAN _____ PHYSICIAN'S PHONE _____

Parent Home: _____ Parent Work: _____

Parent Cell 1: _____ Parent Cell 2: _____

Additional Emergency Contact: _____ Relationship: _____

Parent/Guardian Signature _____ Date _____

School Related Student Trip Forms

ADULT SPONSOR/CHAPERONE ACKNOWLEDGEMENT FORM

FAYETTE COUNTY SCHOOL DISTRICT

DATE: 2019-2020

TRIP: ALL LAFAYETTE FIELD TRIPS, COMPETITIONS, PERFORMANCES AND EVENTS 2019-2020

SCHOOL and GROUP: Lafayette High School/Orchestra

SUPERVISING STAFF MEMBER: Kent/Breeck

I, _____, hereby provide that I will be sponsoring/chaperoning a Fayette County School trip. I understand that all Fayette County Board of Education Policies and Procedures will be applicable on this trip and my strict adherence is necessary as I will be held responsible for violation of any and all policies and procedures regulating by sponsorship, chaperoning and/or conduct. I acknowledge that I am aware of all FCPS field trip policies and procedures for chaperone expectations related to student trips.

Further, it is my understanding the Fayette County School District code of conduct shall always be applicable on school trips, and I will uphold the code of conduct as I would be expected to do on school property.

I acknowledge that no verbal waiver will release me from my obligations to abide and adhere to both the Fayette County Board of Education Policies and Procedures or the Fayette County School District code of conduct and that I may be held responsible for violations of either directive as if such occurred on school property.

Check All That Apply

- 25 or Older on Date of Trip FCPS Employee Parent/Legal Guardian of Student
- On the Current FCPS Volunteer Approved List
- Understand school/health information related to students is confidential

Chaperone Name (Print)

Chaperone (Signature)

(Today's date)

Keep all applicable forms and signatures related to trip on file at school for five (5) years.

RELATED PROCEDURES:

09.36 (all procedures)

Review/Revised: 1/27/14

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FUNDRAISING FOR THE ORCHESTRA PROGRAM

Fundraising is a necessary part of any school music organization. Operating expenses for groups such as ours far exceed the dollars supplied by FCPS to the orchestra program. In order for the department to remain vital and offering quality experiences to our students, fundraiser participation is a necessity for each student. Money raised through fundraising and fees are used for many purposes (seen and unseen) over the course of a school year.

The Orchestra Department and Boosters work hard to keep student fees low and offset those low fees with fundraising efforts. Please keep in mind all of the often "unseen, behind the scenes" expenses when considering your level of commitment to fundraising. Your help is a necessity to continue this outstanding program, therefore, **EACH STUDENT IS ASKED TO PARTICIPATE IN THE VARIOUS FUNDRAISERS THAT THE ORCHESTRA DEPARTMENT SPONSORS EACH YEAR.**

FUNDRAISING CREDITS

In accordance with IRS regulations for non-profit organizations, Lafayette Orchestra Boosters, Inc does not offer student credits on fundraising.

WHAT DOES THE FIXED PAYMENT AGREEMENT PAY FOR....

Orchestra T-shirts	Transportation costs to contests and festivals	Instrument purchases
Folders	Instructional software	String replacement
Pencils	Instructional materials	Rosin
Sheet music	Instructional videos and audio recordings	Substitute teachers for when directors are chaperoning.
Student consumables	Music Library Equipment	Professional concert recordings
Classroom supplies	Office support	Guest jury adjudicators
Classroom equipment	Office equipment	New bows or rehairs
Posture chairs	Professional coaching fees	Instrument pickups
Music stands	Guest clinician expenses	Name tags
Audio/video equipment	Supplemental instruction	Social expenses
Folder cabinets	All-State adjudicators	Snacks for after school
Performance space rental	Postage	Booster 503c status
Percussion rental	Student incentives	Insurance cost
Program printing	Awards	Bonding cost
Festival/Contest fees		AND MUCH MORE.....
KMEA registration fees		



LAFAYETTE ORCHESTRA BOOSTERS ORCHESTRA PAYMENT AGREEMENT

Last Name _____
Due Aug 22

Orchestra payments are vital to providing quality experiences to our students. Orchestra Boosters work hard to keep costs low for families. These costs are extremely inexpensive as compared to the costs associated with many other school-related extra-curricular activities your student might choose. This payment includes: music folder, pencil, orchestra t-shirt, KMEA participation fees, transportation, guest artists, group lessons, performance space rental, concert recordings, and basic operational expenses.

Students make only one payment regardless of number of ensembles in which they are enrolled or being a SCAPA major. Payment will be for the entire school year and a payment plan may be arranged through the director and booster club. Families that qualify for the free and reduced lunch program should complete the activity fee waiver form. COMPLETE ATTACHED FORM TO VERIFY.

- STRING ORCHESTRA PAYMENT** **\$50.00**
 - We will be paying in two \$25.00 installments
- CONCERT ORCHESTRA PAYMENT** **\$70.00**
 - We will be paying in two \$35.00 installments
- SYMPHONIC ORCHESTRA PAYMENT** **\$90.00**
 - We will be paying in two \$45.00 installments
- CHAMBER ORCHESTRA PAYMENT** **\$110.00**
 - We will be paying in two \$55.00 installments
- SCAPA STRING MAJORS** **\$120.00** *(Majors only pay one fee)*
 - We will be paying in two \$60.00 installments

CONCERT ATTIRE - All ensembles including String, Concert, Symphonic, and Chamber are required to have a dress or tux. If applicable, use your CKYO or Lafayette choir attire. Dresses and Tuxes will be fitted during class. Dress and tuxes will be returned to the Lafayette Orchestra Association. Families that qualify for the free and reduced lunch program should complete the activity fee waiver form. COMPLETE ATTACHED FORM TO VERIFY.

- TUX RENTAL** **\$115.00** *(Tuxes available for pick up at Geno's)*
- DRESS PURCHASE** **\$80.00** *(Dresses available for pick up from school)*

RENTAL INSTRUMENTS- If available, students may keep their personal instrument home and rent a school instrument. Priority is given to students who do not own their own instrument so please delay rental until. Rental fee should accompany the FCPS rental contract provided during the first week of classes. Generally, cello and bass players will rent two instruments.

- SCHOOL RENTAL INSTRUMENT** **\$25.00**
- HOME RENTAL INSTRUMENT** **\$25.00**

BOOSTER MEMBERSHIP DUES - All families are invited and encouraged to join the LHS Orchestra Booster Association.

- BOOSTER MEMBERSHIP** **\$15.00** Includes Orchestra Car Magnet

(If completing paper form and writing a check, make payable to Lafayette Orchestra Booster Association)

STUDENT NAME: _____ TOTAL ENCLOSED: \$ _____

PLEASE LIST SPECIFIC ITEMS YOUR ARE PAYING FOR TODAY AND CHECK OFF BOXES LOCATED TO THE LEFT OF ITEM:

Please indicate Student Name and purpose of check in the memo section of the enclosed check.

RETURN THIS PAGE AND PAYMENT BY AUGUST 23

Lafayette Orchestra Association 401 Reed Lane Lexington, KY 40511



Lafayette High School

401 Reed Lane

Lexington, KY 40503

Phone (859) 381-3474 Fax (859) 381-3487

Fee Waiver Notification

2011-2012 school year

★ Dear Parent/Guardian of: _____

Your child has the opportunity to participate in a valuable school activity. There are costs associate with this program which can be waived, in part or in whole, if your child qualifies for free or reduced lunch meals.

Current regulations do not allow the staff member in charge of this activity to be notified of a child's free/reduced lunch status without parent permission.

In order to share this information with the staff member in charge of this activity and have your child's fees waived (if qualifications are met), you will need to sign this waiver. This waiver applies only to this activity and this staff member for the current school year. If your child is involved in additional activities, you may receive waivers requests regarding them as well.

Activity: Orchestra

Staff member in charge: Kent / Breck

★ Parent signature: _____ Date: _____

Administration

Bryne Jacobs, Principal ♦ Richard Royster, Associate Principal ♦ David Scholl, Associate Principal
Stephanie McDermott, Administrative Dean ♦ Sally Adams, Head Counselor ♦ Caryn Huber, Dean of Students

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2019-2020 Lafayette Orchestra Calendar

August

- 14 First day of school for students
- 22 Forms Due, Section Leader Resumes Due
- 23 No Classes-Records Day
- 26 Orchestra Parent Meeting, 6:00
- 26 Dr Tim Leadership Workshop
- 30 Orchestra Cook-Out, Shillito Park, 5:30

September

- 2 Labor Day, schools and offices closed
- 23 Snap Kickoff
- 27 Sponsorship Packet Due
- 27 All State Audition Registration Form, KMEA Medical, KMEA Rules Due

October

- 10 School Spirit Coffee Sales
- 3-4 Fall Break
- 15 KMEA S&E Forms Due
- 22 Costume Concert, Norsworthy Auditorium, 7:00, String and Concert
- 24 Mischief Night, Norsworthy Auditorium, 7:00PM, Chamber and Symphonic Orchestras
- 26 LAO Meeting
- ??? All State Help Session

November

- 5 Election Day, no classes for students
- 7 SCAPA Master Class
- 14-15 SCAPA Juries-In Class
- 16 KMEA All State Auditions, Woodford County Middle School
- 19 Musical Pit Meeting
- 20 Pit Orchestra Rehearsals Begin
- 21 Full Rehearsal Rehearsal Begin
- 23 KMEA Solo and Ensemble Location TBA
- 27-29 Thanksgiving Break

December

- 3 Full Rehearsal
- 4 Musical Pit
- 5 Full Orchestra
- 6 Musical Pit
- 10 Winter Concert, 7:00, Beeler Auditorium
- 17-20 End Of Course Exams
- 23-3 Winter Break

January

- 6 Classes resume
- 20 Martin Luther King Day, no classes
- 23 LHS Musical Begins

February

- 5-8 All State Orchestra at KMEA Conference
- 17 Presidents Day, no classes
- 27 Full Orchestra

March

- 18 KMEA Large Ensemble Festival, Singletary
- 20 No classes for students, possible weather make-up day
- 27 LHSO Placement Auditions
- 30-3 Spring Break

April

- 14 SCAPA Master Class
- 16 SCAPA Master Class
- 23-25 SCAPA Musical
- 29-30 Underclassman SCAPA Juries In Class

May

- 1 SCAPA Underclassman Recital
- 11 Spring Concert @ Singletary, 7:30
- 15 Banquet
- 19 Election Day
- 25 Memorial Day, schools and offices closed
- 26 Last Day of School

