



ORCH-AID 2017-2018

This document is to help new SMS Orchestra parents (or returning parents who have been gone a while) understand how the year will go for you and your family as it relates to Orchestra. Hopefully, this will answer most of the questions that arise. It is unabashedly stolen from the SMS band program, and fashioned after their Band Aid document.

2017-18 Calendar

The dates for all Orchestra events will be listed on the Orchestra website (www.southorchestras.org) under the *SMS Document* section. If additional events come up, we will communicate with you via a posting feature also on this site. southorchestras.org

You will need to sign-up on this page to receive up-to-date, or last minute messaging about changes or additions to the schedule. The sign-up link is located mid-page, right side.

The schedule will also be listed in the Orchestra Handbook which will be distributed at the beginning of the school year.

Handbook

The handbook must be reviewed and signed by both the student and the parent at the beginning of the school year. Please take the time to really read through it. The handbook details the requirements for students throughout the year. This can be found on the orchestra website under documents.

Student Leadership

Students have various leadership opportunities in Symphonic orchestra, including:

- Section Leaders – responsible for the playing within their section
- Student Leadership:
 - President – Reports to the SOS Booster Club and is responsible for assisting with student social and/or enrichment activities and upholding the values of the program
 - Vice President – Assists the President in all activities
 - Class Representative – helps with activities, and represents class on votes or decisions

South Orchestra Supporters (SOS)

The booster club supporting all SMS orchestras is commonly referred to as SOS.

LETTER FROM BOOSTER CLUB PRESIDENT'S

Dear Orchestra Members and Families,

Welcome to the 2017/18 school year for the Shawnee Mission South Orchestras. Plan on a great year packed with performances and activities for our students and their families.

The purpose of the Booster Club is to support the orchestras and enrich our student's orchestra experience. We encourage you to attend one of our SOS meetings, which are listed on the Orchestra website (www.southorchestras.org). Meetings typically began at 7:00pm and are held in the SM South Orchestra Room. If you can't attend the meetings, the next best way to stay informed on SOS initiatives is to sign-up to receive post. (Sign-up on the website.)

The SOS cannot function without the help of our dedicated volunteers. They are involved in every area of the orchestra, from helping to issue uniforms at the beginning of the year, to planning and hosting the year-end banquet. They also are involved in planning trips that take our students to sister cities and countries, including Chicago, Ireland, and Germany. SOS also organizes the Back to School Breakfast, Oktoberfest, Masterworks, Fall Concert and the Pops Concert, and many behind the scene activities.

The SOS Board and Committee Leaders are all volunteer parents who enjoy being involved in our Orchestra community. They welcome new volunteers and encourage everyone to participate in at least one event. There is a place for everyone who would like to help!

Volunteering is also a great way to become acquainted with the other students your child is spending time with at school. We have a super group of student musicians who are full of life and fun to work with.

Consider being a chairperson for one of the events listed below. This is a great way to get to know the other orchestra parents. (Guidelines are available to provide an overview of the process, timelines, and other committee information.) Having said that, our organization thrives if we are transparent in communication and flexible to ever changing trends and ideas. We strive to make this a fun and enriching experience for everyone. We welcome and encourage new and innovative ideas and collaborative leadership. If you chair an event, the SOS board will support new ideas and innovations!

As with any organization, the budget is always a challenge. The SMS Orchestra relies on the financial support of the SOS Booster Club through SOS membership dues and fundraisers. A description of the membership dues and fees can be found below. Not only do the fundraising activities help raise money to support the Booster Club, but in some cases, a portion of the funding is deposited into each student's orchestra account to help offset personal orchestra expenses such as the Chicago trip, the Germany trip, instrument repairs, or string replacement.

Once again, we welcome all the new parents and families to the SMS Orchestras. We hope you find the experience to be rewarding and fun.

Co-Presidents,
Gaby Hurd, Kristi Drake, Leslie Shaw
2017-18

DUES AND RENTALS

Instrument Rentals

The school owns an inventory of cellos and basses for student use. These may be rented for \$50 during the school year. A contract must also be signed and turned in before the student is given the instrument. After the contract is signed, the student is responsible for the care of the instrument. Repair or damage due to misuse is the student's responsibility. Summer rental is \$27. A new contract must be completed and signed for each school year, even if renting the same instrument. If your student rented an instrument at Indian Woods, a new instrument will need to be rented from SMS.

SOS Booster Club Membership Dues

Orchestra membership dues of \$55 (or \$60, or \$65) will be collected from the orchestra students at the same time as uniform rental (early bird dues are \$55 and due by July 15 - you can pay them now, but we won't deposit the checks until after July 1 when we start our new fiscal year). On The Ball Dues are \$60 and are due by August 15. Regular membership dues (\$65) are collected after school starts and are due by September 5). The booster club dues help to continue funding the orchestra at the current level, although some of our funding comes from fundraisers. For information on how the booster club contributes to the program, please visit the SOS page on the orchestra website at www.southorchestras.org.

******Checks should be made to SOS or South Orchestra Supporters. The membership form can be found on the South Orchestra Supporters page of the above mentioned website and at the end of this document.******

The booster club routinely sends out volunteer requests via the orchestra website and uses signupgenius.com to schedule tasks and shifts. Please contact us if you have problems navigating the site or responding. This is a great tool, and allows us to fill shifts and have immediate feedback.

We communicate exclusively through email and posts from the orchestra website. It is IMPERATIVE to sign up to receive all posts that are issued from the website.

Our meetings will be listed on the website and are open to anyone. The meetings will be in the SMS Orchestra room and generally start at 7:00, but informational meetings may start earlier – this will be posted on the website and reminders will be sent home. Meeting dates are: August 25, September 15, October 13, November 17, and January 19. Other meetings may be scheduled as necessary.

Fine Arts Participation Packet

All students must complete an Athletic and Fine Arts Participation Packet. Your student only has to complete one form for all sports and music groups. This must be completed and returned to Mr. Wiebe. This form can be found in the documents section of the Orchestra website.

Rehearsals

Some morning and seminar rehearsals are required throughout the school year. Your child may come home stating that they have a sectional rehearsal upcoming. Any time a sectional is called, it is essential that all section members attend.

Uniforms

All students will be issued a dress uniform. All men will wear a tux and all ladies will wear a long, black dress. Uniforms will be rented for \$20 per year. This fee covers the management and upkeep of the uniforms by SOS. All men need to obtain a white tux shirt with a standard collar (this can be purchased separately or from SOS for \$15), black socks and black dress shoes. Women must also wear formal, black dress shoes.

All students and parents must read, sign and return the uniform contract. This can be found in the documents section of the orchestra website at www.southorchestras.org.

Uniforms need to be dry-cleaned before they are returned at the end of the year. They need to be returned in the dry cleaners plastic bag with current tags on it.

Please note these uniforms must be worn for several years, so students that return a uniform with major damage, or don't return a uniform part will be required to pay the replacement value listed on the uniform contract. If this is not paid, the loss fees will be turned into the SMS administration and grades may be held.

Boys Uniform

Black tux pants

Tux jacket

White Tuxedo shirt

Black vest

Black tie

Black dress shoes and black socks

Girls Uniform

Black Dress

Black shoes

Black Hose

ALL THOSE ORCHESTRAS!

Symphonic Orchestra

The Symphonic Orchestra is comprised of 10th -12th grade students who audition to be in the Advanced Orchestra at South. Our focus will be on continued development of basic skills at a very high level. Auditions are held in February each year. These students will perform on all the required concerts, and after the Marching Band season is complete, they will be joined by band students twice a week and for performances. This group performs at State contest and approximately six concerts throughout the year. This class is traditionally first hour (which conflicts with students in band and pacesetters)

Philharmonic Orchestra

The Philharmonic Orchestra is comprised of 10th - 12th grade students. This group will focus on basic skills necessary to be part of an orchestra. This class is traditionally second hour. Some students that continue to participate in band and strings or another first hour only class will be part of philharmonic orchestra.

Freshmen Orchestra

All 9th grade orchestra students will be placed in the Freshman Orchestra. This group will develop technique learned in Elementary and Middle School and will focus heavily on proper playing position, rehearsal and performance deportment (manners and behavior during a concert), vibrato, 3 octave scales and performances. This group will perform for the National Honors Society assembly as well as all the required concerts. This class has been traditionally third hour. Students will be able to audition for symphonic orchestra in February of their freshman year.

EVENTS, CONCERTS, AND COMPETITIONS

Overland Park Parade - Saturday, September 23rd (All Orchestras)

This is probably the best opportunity for the largest audience to see the SMS Orchestras. The violins and violas will carry their instruments and play memorized music. The cellos and basses will ride on a flatbed trailer. Students will stop along the parade route and perform crowd favorites while executing easy tricks and steps (such as playing each other's instruments). We will need parents to help line students up and walk along the parade route.

Oktoberfest - Friday, October 6th, SMS Gym Lobby (All Orchestras)

Fundraiser

This is our most elaborate event of the season. SMS Orchestras turn the SMS gym lobby into a German bistro, complete with pretzels, brats, and other delicious goodies. This event is held prior to the Homecoming Football game at SMS. Students will be asked to contribute various assigned food items and play at assigned times. This is a community favorite, and one of our major fundraisers. For guaranteed success, we will need many volunteers as possible prior to the event and the day of the event. Volunteer's assignments and general information will all be communicated via posts from the Orchestra website. In conjunction with Oktoberfest is Silent Auction – same time, same place. We are always looking for items to include in the auction, as well as contacts or ideas that you might have that could help generate funds for SOS. Please let us know should you know of a local business that might donate a gift card, or item.

Fall Concert – Monday, October 1st, SMS Auditorium (All Orchestras)

This favorite includes scary musical numbers and students in costume. We join with our younger Silver Strings friends for a fun concert, including a pumpkin carving contest (with prizes), a costume parade and contest (again with prizes, and trick-or-treats after the concert. This is fun for the whole family. Some of the costumes are very inventive and clever. The costume contest includes various categories. The group category is always a student favorite.

District Auditions - Saturday, November 4th, Olathe East High School

Students in grades 10 through 12 are eligible to audition for District Orchestra. It is strongly recommended that Symphonic Orchestra students audition for the NEKMEA District Orchestra. They will be expected to learn this music. Each instrument prepares pre-determined excerpts listed at www.ksmea.org. The booster club prepares bags of nutritious snacks and water to encourage the students to do their best.

Pops Concert - Thursday, December 14th, SMS Cafeteria, All orchestras

Free / Donation for SMS less privileged

We convert the SMS cafeteria into a candlelit setting with a theme. Students perform music while we sell deserts and beverages. We *pass the hat* to collect for an anonymous family or displaced students of SMS. In past years, we have joined together with the Choir and Band families and boosters and purchased gift cards for over 50 SMS students and their families who might not have been able to enjoy the holiday.

Masterworks – Friday, January 25, SMS Auditorium and Cafeteria (Symphonic)

This is a combined band, choir, and orchestra concert. It features a soloist from each group. While this has symphonic orchestra students only playing, it is a concert you and your student do not want to miss. There is a reception after the concert, in the SMS cafeteria, jointly hosted by all three booster clubs.

Combined Band and Orchestra Concert - Monday, January 29, SMS Auditorium (Philharmonic and Freshmen Orchestras)

This fun concert includes the freshmen and philharmonic orchestras along with the concert and freshmen band. These groups get to perform since symphonic band and symphonic orchestra just performed in the Masterworks concert.

SMS Orchestra Solo Festival - Saturday, March 3, SMS Auditorium, Orchestra Room

SMS holds its very own solo festival where our students prepare a solo piece, perform for a professional judge and receive constructive criticism. This is less daunting than the Regional Solo and Ensemble Festival. Students prepare, dress, and play in a professional manner.

SMSD Orchestra Festival – Tuesday, April 3, SM West High School Auditorium (Symphonic)

This concert features the top orchestras from each of the five district high schools. While this only includes symphonic students, it is a concert that your younger students would enjoy and benefit from.

KSHSAA District Solo and Ensemble Festival - Saturday, April 14th, Olathe South High School

Students prepare a solo or small ensemble to play before judges. Students receiving a first, or “1” designation are qualified to compete in the State Solo and Ensemble Festival.

KSHSAA State Orchestra Large Ensemble Festival - Wednesday, April 18, Blue Valley West (Held during the school day.)

The symphonic, philharmonic, and freshmen combined orchestras perform two pieces for three judges. The symphonic orchestra performs again alone. Parents are welcome to come and listen to the performances.

South Area Orchestra Festival - Tuesday, May 1, SMS Gym (All Orchestras)

Students from 5th through 12th grades perform in the SMS gym. This is the one that you want to bring your stadium seat to. The song where all the orchestras play together never fails to impress.

South Orchestra Banquet - Monday, May 7th, SMS Cafeteria

At the orchestra banquet we will have a catered dinner, Board nominations and elections of 2017-2018 SOS Officers, Awards and Letters, and Senior Recognition. This is a fun and meaningful time for students and families. Please join us if you can.

*****This doesn't even cover private lessons, quartets, or Chamber Orchestras*****

OTHER ACTIVITIES

Awards

Orchestra Awards are presented at the end of the year Orchestra Banquet. The awards include recognition of district and state qualifiers, lettering, and special peer awards. The banquet includes a meal organized by the Booster Club. All students and their families are encouraged to attend. The 2018 banquet is Monday, May 7th in the SMS Cafeteria.

Middle School Dances

We will have a Middle School dance at the high school cafeteria once each quarter. This is a fundraiser, but also a fun time for the students. Our SMS students help to set up the cafeteria, serve as student chaperones encouraging all middle school students to dance and participate, and help with the clean-up. Orchestra families donate snacks and drinks, and parents provide adult supervision. These dances are scheduled for the following Fridays: September 22nd, November 10th, January 29th, and April 20th.

Travel with the SMS Orchestra

German Exchange

In 1979 music students from Shawnee Mission South and students from the MusikSchule located in Bietigheim-Bissingen, Germany embarked on a cultural exchange that is still in place today. Our SMS Orchestra students along with 4 chaperones embarked on a Germany / Austrian tour in June of 2013. Our students stayed in German homes and nearly all meals and activities were funded by the Germans. This trip was open to all SMS orchestra students. This was a meaningful trip for our students.

The Germans sent 68 students and six chaperones to Overland Park in April 2014. The students stayed in SMS homes and enjoyed several days of touring. Itinerary information can be found on the SMS orchestra website under the German Student Hosting / Activities tab. We had a combined South Orchestra Festival with the Sister City Celebration Concert. The orchestras from 5th through high school played, along with the guitar, recorder, and string orchestras from Germany. Hosting a German student has been described as a great experience for the host family.

We provide a number of individual and group fundraising opportunities for your student to earn money to help defray the costs of this type of trip. Some of the funds raised are also put back to help with the expenses of hosting our German friends.

Our students traveled to Ireland and Germany in June 2017.

Domestic Orchestra Trips

Our students have also been able to take smaller, economical trips to St. Louis or Chicago. In the past, our students travelled to Chicago the weekend after Spring Break. This trip cost just over \$450 per student. We held individual and group fundraising activities to help defray a majority of the costs of the trip. Families could choose to participate or choose to simply pay for the trip outright.

SOS OFFICERS / COMMITTEE CHAIRS / RESPONSIBILITIES

President – Presides over SOS meetings. Forms any committees or working groups as required to carry out SOS business. Signs all contracts in representative, not personal capacity. Develops agendas and distributes prior to meetings. Attends all meetings, if possible.

Vice President – Supports the president and may take over specific duties as requested by the President. Attends all meetings, if possible. Leads any SOS meeting in the absence of the President.

Treasurer – maintains the funds of the SOS group. Prepares and presents a financial report at each SOS meeting. Makes disbursements and deposits as necessary. Completes and submits IRS form 990 before November 15 of each year. Maintains a membership roster from dues received. Attends all meetings, if possible.

Secretary – Keeps an accurate account of all meetings of the SOS group. Attends all meetings or finds a substitute to take minutes.

Freshmen/Sophomore/Junior Senior Representatives – contacts families from your grade as required, supports the activities of the group, attends SOS meetings if possible.

2017 - 2018 SOS Officers

Co-Presidents: Gabrielle Hurd, Kristi Drake, Leslie Shaw

Vice President: Carrie Holcomb

Secretary: John and Sharron Morrill

Treasurer: Denise Richards

Chamber Class Representative: Don and Lorinda James

Philharmonic Class Representative: Peggy Elscott

Symphonic Class Representative: Peggy Tuttle

COMMITTEE CHAIRS:

Uniform Chair:

- Meets with students during the first few days of school in the orchestra classroom. Measures students and determines which size of uniforms are needed. Meets with Mr. Wiebe and SOS treasurer if an unavailable size needs to be ordered. Keeps an account of items checked out to students. Keeps a running total of student payments. Gives deposit(s) to treasurer.

Oktoberfest Chair:

- Oversees all the activities of Oktoberfest. Reports to President on weekly basis in September until the event is over. There is a detailed, comprehensive notebook from the last few years with amounts, prices, etc. This job would run from summer until the event is over in late September. The chair would need to be at SMS from about 3 pm until the event is over. Responsible for contacting stores and restaurants asking for donations or gift cards (or work with another person to perform this). This needs to be mostly in place before school starts since these businesses get bombarded with donation requests after school starts. Responsible for contact with Oktoberfest sub-chairs listed below.
 - Food Buyer: Once we have the gift cards / donations, this person can go pick up whatever we need bought and pick up the refrigerated food. They will need to store it at their house overnight, so arrangements can be made to put them in the freezer / refrigerator at SMS. Works with the SMS cafeteria manager to arrange for food storage prior to the event. Thought should be given to where to put frozen food (refrigerate to help thaw) if purchased frozen.
 - Publicity - Responsible for putting up existing yard signs, placing information in newspaper, Facebook, etc.
 - Volunteers Chair / Setup- Works with the Oktoberfest chair and make calls as necessary to ensure we have all shifts covered. The set-up is listed in the Oktoberfest book. Doesn't have to be at Oktoberfest for set-up but needs to ensure that all the time slots are filled. We will use Signup Genius to keep track of time slots and workers.
 - Silent Auction Chair - Helps to obtain donations for silent auction held in connection with Oktoberfest. Makes sure volunteers are asked for to set-up, work the auction, and clean up. There is a detailed notebook with contact information from previous years for this job. This needs to be done mostly in the summer to ask for donations before they are bombarded with requests after school has started. Many of the organizations give each year. There is a standard letter that can be updated with all the tax information and pertinent information. Many requests can be made online. New sources for donation requests would be awesome, but not necessary.

Cleanup Chair

- Makes sure we have enough supplies and people to package up all remaining food (hopefully with a food bank or other source to donate non-perishable leftovers). This will start at approximately 7 pm the evening of Oktoberfest. Volunteers to help can be signed up using Signup Genius.

Fall Concert Chair:

- Coordinates the decorating of the stage with SMS students. Finds judges for costume contest (there are judging sheets available), gets little gift bags for costume contest and pumpkin carving contest winners (examples of previous years' bags available). Makes sure treats for after the concert have been asked for with Signup Genius (along with directions of where to take the treats). Makes sure clean-up after treats are enjoyed is covered. There is a detailed notebook for this job.

Pops Chair:

- Responsible for helping the SMS students decorate the cafeteria for the Pops Concert. Makes sure desserts and drinks have been asked for via Signup Genius. We will also use Signup Genius to ask parents to work shifts serving and selling the desserts and drinks. Makes sure we have enough folks signed up to cleanup. Recently, we have coordinated with band and choirs to have all profits from our dessert sales and a special collection be donated to Raiders Helping Raiders (a program to purchase gift cards for our needy SMS families). At least one person from one of the above groups should contact the SMS Social Worker to determine needs.

Middle School Dance Chair:

- Responsible for checking the Signup Genius for snacks and workers for the four middle school dances. Sends information to the SMS and IW PTSA newsletters, put up posters, and makes arrangements for selling tickets at Indian Woods the week preceding each dance. Doesn't have to be available during the day to sell tickets, but would need to make sure we have folks available. Responsible for printing tickets for each event and getting them to the person selling. Sends reminders to the DJ and SRO officer (who will have already committed to the event). We have one dance per school quarter.

Banquet Chair:

- We hold a banquet to recognize our seniors and to give out awards. There is a budget available for paper goods, limited decorations, and gifts. Recently, we have had a potluck for the meal and that would need to be set up with a SignUp Genius. Works with the SMS custodial staff on the setup of the Cafeteria and is responsible for getting it decorated (we can ask for volunteers for decorating and servers via Signup Genius). Makes sure Save the Date and RSVP information is shared with parents (this year we didn't mail invitations to save on postage). Makes sure we have helpers and containers to take care of the leftover food. The chair is NOT responsible for program or senior bios (this will be the responsibility of the senior parents).

Student Accounts

- Students have the opportunity to apply a portion of the revenues they bring in for certain fundraising events to their designated student accounts. The Orchestra Boosters Treasurer will keep track of each student's account. In the past, students have used this money to purchase new strings, pay for repairs for their instrument, and pay a portion of their travel expenses. This is an excellent opportunity to support the Orchestra and earn money for personal Orchestra expenses. Student accounts can be used to pay the following year's SOS dues. The money remaining in a student's account will not be refunded if the student moves to another school or graduates. Any money remaining in the account will revert back into the general Booster Club account at the graduation of any student.

Guidelines for Using Student Accounts:

- You may find out the balance of your student account by contacting the Treasurer.
- You must give prior notice, before deadlines, to give time for the Treasurer to transfer funds.
- You must have enough in your account to completely cover the cost of what you are paying for with the exception of trip costs (you may apply all that you have in the account to a trip payment and then make a payment for the remainder).
- Money in the student's account may be carried forward from year to year until it is used. This is a great way to save money for a large expense like the Germany or Chicago trips.