

Franklin Learning Center  
616 North 15<sup>th</sup> Street  
Philadelphia, PA 19130

9/5/2017

Dear Music Major and Music Major Parent,

Welcome to a new school year at Franklin Learning Center! As we embark on a new year in the Music Department at FLC, we are happy to announce that our family is growing. Please welcome new strings specialist Mike Huff.

In this package, please find new and renewed Music Department policies, important dates, and requirements for completion of the Music Major at FLC. As we continue to grow our program, it is necessary to provide each student and parent with an accessible document to reference during the year when questions arise. To that end, we are providing this handbook to each Music Major and requiring students return the enclosed acknowledgement and permission slip no later than Friday, September 18<sup>th</sup>.

Please feel free to reach out to either Ms. Frank or Mr. Sharp if you have questions any time. Contact information is included in the handbook.

We look forward to another great year of music-making with an intensified focus on dedication and excellence! We sincerely hope you will join us at one of our many performances in 2017-2018.

Sincerely,

The FLC Music Department Faculty

Franklin Learning Center  
Music Department  
Student/Parent Handbook  
2017-2018

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## I. Classroom Expectations

### a. Attendance

Students are required to attend all classes when they are marked present in school. Excessive unexcused class cuts or skipped rehearsals (more than 3 per marking period) will disqualify a student from participation in school performances and class trips.

Performances and trips are part of the music department curriculum and therefore participation is required and will be given a grade. If a student is excluded from a performance or trip due to excessive class cuts, an alternative assignment to make up the grade will NOT be given. The student will receive a zero for that assignment.

Absences from class will be considered excused when the student presents a note to the teacher from any of the following: Parent, Teacher, Administrator, Doctor, Nurse, or Outside Organization stating reason for required absence.

### b. Behavior

Students are expected to adhere to all classroom and school rules during rehearsals and classes. Disciplinary steps will be taken, when necessary, according to the Philadelphia School District Student Code of Conduct. Latenesses, cuts, use of electronics, and hall walking will result in an afterschool detention. Repeated classroom disruptions will require a parent/teacher conference.

### c. Grade Requirement

Students must maintain a grade average of 80% or better in Music Classes. As per Franklin Learning Center policy, a grade lower than 80% in any class will place the student on academic probation until the student can bring the grade back up. Two or more marking periods on academic probation can lead to the student being recommended for return to their neighborhood school. If a student's Major GPA (grade average for all music classes) is lower than 2.5, a Parent/Teacher Conference will be required.

### d. Practice Requirements

Music Majors are expected to practice their instrument/music a minimum of 3 hours outside of regular class time. Weekly practice

logs must be submitted to the student's program director and must be signed by a parent.

#### e. Instrumental Music Weekly Lessons

Students are able to sign up for weekly lessons on percussion, woodwind, brass, or string instruments. Students will be rostered to their lesson time, receive .25 class credits, and a grade for these lessons. Students must attend each lesson to receive class credit unless arrangements for make-up lessons are made with the instructor BEFORE your scheduled time. Instrumental lessons may not be dropped after first semester grades go in. Failure to attend lessons will result in a failing grade and will negatively impact students' GPA. Students are responsible for all work in the classes they miss as a result of lessons.

## II. Music Major Requirements

### a. Required Courses

All students must complete the following classes over the course of their 4 years in high school. Students must maintain a 2.5 Major GPA in all of their music classes to meet the requirements of the major.

#### Vocal Majors

- 4 credits of Ensemble Singing (By Audition: Women's Choir, Mixed Choir, Musical Theater)
- .25 credit of Instrument lessons (Choice between Woodwind, Brass, Strings, and Percussion)
- 1 credit Music Theory
- 1 credit Music Elective (Music History, Class Piano/Guitar, Vocal/Instrumental Ensemble)

#### Instrumental Majors

- 4 credits of Ensemble Playing (Band, Masterman Orchestra, Jazz Band, Drum Line)
- 1 credit of Instrument Lessons (Choice between Woodwind, Brass, Strings, and Percussion)
- 1 credit Music Theory
- 1 credits Music Elective (Music History, Class Piano/Guitar, Vocal/Instrumental Ensembles)

## b. Required Ensembles

Music Performance majors (Vocal or Instrumental) must participate in one ensemble EACH year they are enrolled as a music major at FLC. Ensemble participation is by audition ONLY. Students may choose from the following ensembles: Pops Ensemble/Band, Masterman Orchestra, Women's Choir, Chamber Choir, Glee Club, Drum Line, Show Band, or the annual Musical Theater Production.

## c. Concert Attire

All MALE Music Majors must have black dress pants, black socks, a white button down dress shirt, and black dress shoes for concerts. FEMALE Music Majors must purchase a concert dress for \$56 to be used during concerts. Students who arrive to a performance without the required attire will not be allowed to perform and will not be offered an alternative assessment to make up for the missed class credit.

## III. All City Auditions and Ensembles

### a. Ensembles

The School District of Philadelphia annually presents an extraordinary performing opportunity for all students in the district in their All City Program. Each year, All City Orchestra, Band, Jazz Band, and Choir perform in major concert venues such as Verizon Hall at The Kimmel Center for Performing Arts, The Prince Music Theater, and, in 2015, various performing venues in Italy.

### b. Auditions

Students are selected to participate in All City ensembles through a blind audition process. ALL MUSIC MAJORS are required to audition for at least ONE All City Ensemble each year. It is understood that the process is competitive and that not all students who audition will be accepted, however the process of preparing for and presenting an audition is an integral part of learning to become a musician. Students will be graded on their audition preparation prior to the actual event during a practice audition conducted at FLC. Attendance will be taken at the audition to ensure student participation. If a student is accepted into ALL City, it is expected that the student will participate in the ensemble. A student will only be excused from participation with a note from a parent citing specific reasons why the student

cannot participate. It is an exceptional honor to be chosen to be a part of this important and memorable festival. Students are highly encouraged to make it a priority to participate.

#### c. Rehearsals

Rehearsal attendance for All City Ensembles is mandatory and is usually held during the day. Some All City Choir rehearsals are held after school or on Saturdays. Students will use transpasses or will be given tokens for travel to and from rehearsals. For rehearsals during the school day, students will sign in to FLC in the morning and will be excused from their classes for the duration of the rehearsals. Tests scheduled in other classes for that time will be made up via an arrangement with the teacher.

#### d. Performances

Performances of All City Ensembles usually take place at The Kimmel Center or The Prince Music Theater and are after school. The start times for these performances are usually between 3 pm and 7 pm and can last until 9 pm or 9:30 pm. In the event that a parent feels that is too late in the evening for a student to return home alone, please notify Ms. Frank or Mr. Sharp and we can arrange for transportation back to the school for pick up. Tickets are free for these concerts and parents are strongly encouraged to attend the concert and accompany your student home. If there are transit circumstances that prevent a parent from attending a concert, please reach out to Ms. Frank or Mr. Sharp for possible solutions.

### IV. Performances and Participation Requirements

#### a. Recitals

All students must participate in one recital in each of their Junior and Senior years at FLC. These recital performances will be graded as part of their Vocal Music Class during the year they perform. Students will choose and prepare the music for the recitals on their own time and will participate in a dress rehearsal for the recital at a scheduled time by the teacher. The dates for Recitals this year are November 2 and March 22. The Recitals will take place at 3:30 pm in the Auditorium.

## b. School Concerts

All Music Majors are required to participate in every scheduled school concert. Failure to participate without a verified excuse will result in a failing grade in the related ensemble class. A verified excuse consists of the following:

A signed excuse note on official letterhead from a medical or other institution explaining the reason for the students' inability to participate in the school concert. The note must be presented to the teacher a minimum of 2 weeks prior to the concert, except in an emergency case. The nature of the emergency is subject to teacher approval. Students with a verified excuse will be given an alternative assignment to complete to maintain a passing grade in the related ensemble class. Students who do not present a verified excuse will not be permitted to complete an alternative assignment.

2017-2018 Concert Dates/Times:

Winter Concert, December 12, 2016, 6:30 pm

Winter School Show, December 21, 2016, time TBA

Spring Concert, May 10, 2017, 6:30 pm

## c. Masterman Orchestra Participation and Concerts

Students may be enrolled in the Masterman Orchestra by audition only. Students will receive .5 credits on their transcripts for their participation. The Masterman Orchestra meets on Tuesday and Thursday at 7:30 am at Masterman High School. Students must check in at FLC prior to 7:30 am and then walk to Masterman to participate in rehearsals. If a student chooses to participate in the Masterman Orchestra, they are not permitted to miss rehearsals or performances set by Ms. Kim Neu, Orchestra Director. Failure to attend rehearsals and performances will negatively affect the students' grade. Concert dates are TBA and will be presented to the students at the beginning of the year.

## d. School and District Requested Performances

Throughout the school year, requests for our ensembles to perform at school wide and district events will present themselves. When possible and in the best interest of our students, we will agree to these requests and participation of our students in them is required. Offering quality performing opportunities to our students is important to their development as performing artists. Students will

only be excused from these type of performances with a signed note from a parent, doctor, or other official institution presented 1 week in advance of the performance date. Failure to participate or provide a verified excuse one week in advance will negatively affect the students' grade in the related ensemble class. No alternative assessments will be offered.

The following is a partial list of types of performances this category includes: District celebrations, Jazz Fest, City Parades, Food Truck Festivals, Pep Rallies, Visits from Guest Artists, FLC Open House, and other requested performances.

#### e. Musical Theater Production(s)

In the 2017-2018 school year, we are presenting a "Scenes Program" and *Pippin*. To participate in the school musical, you must be selected to be in the advanced Vocal Music class. Students selected to be in the class must participate in the musical and any other projects involved in the curriculum for the class. Performance dates for both productions are as follows:

Scenes Program – December 10, 22, additional dates TBD

*Pippin* – April 19 and 20 – 7:00 PM

Students in the show are required to be present at both performances and all rehearsals leading up to the performances. Failure to participate in rehearsals or performances will lead to a failing grade in the class. No alternate assignments will be given.

### V. Music Department Partnerships

The Music Department is excited to include several partnerships with high-level professional performing arts organizations in the 2017-2018 school year.

#### a. The Philadelphia Orchestra

Every year all Instrumental Music majors will attend an open dress rehearsal and pre-rehearsal discussion for the Philadelphia Orchestra. The rehearsals are during the school day and attendance is required of all students. Spaces on this trip will be made available to Vocal Music Majors on a first come first served basis.

b. Opera Philadelphia

The entire music department will be attending an open dress rehearsal for the opera *The Magic Flute* on September 13 from 4 pm – 8 pm. Students are required to attend the opera as it will be part of a class grade.

c. Settlement Music School

Settlement Music School, the largest community music school in the USA, sponsors an afterschool choir at FLC as part of their Music Education Pathways program. The program included several afterschool trips, collaboration with choirs from other schools, and a year-end concert at the Temple Performing Arts Center. Rehearsals are on Tuesdays and Thursdays from 3 pm – 4:15 pm. Students enrolled in the Settlement MEP Choir will receive .5 class credits and are expected to attend all rehearsals, trips, and performances.

d. The Philly Pops

The Philly Pops has partnered with FLC this year in a groundbreaking collaboration to provide teaching artists to the school for master classes throughout the school year. Students who are identified as benefiting from attending these classes must attend and prepare any necessary works of music assigned for the class. Additionally, The Philly Pops will present FLC in their annual Pops Festival at the Prince Music Theater or the Kimmel Center for Performing Arts. Students who are to be involved in the performance will receive notification 1 month in advance and are required to participate. Failure to participate will have a negative impact on the related ensemble class grade. Alternative assessments will only be given to students who have given a verified excuse (parent, doctor, or institution note) to the teacher **ONE MONTH** in advance of the performance.

e. Philadelphia Gay Men's Choir

The Philadelphia Gay Men's Choir will visit FLC again this year to work with our choirs and they may invite our choir to collaborate with them in one of their performances outside of the school. Students are required to participate in any and all performances related to this partnership. Failure to participate will have a negative impact on the related ensemble class grade. Alternative assessments will only be given to students who have given a verified excuse (parent, doctor, or institution note) to the teacher **TWO WEEKS** in advance of the performance.

f. Art Smart Free Private Voice Lessons

Students may audition each year for a limited number of FREE weekly private voice lessons given during the school day when students have an ensemble music class. Attendance on the day of the students' lesson is MANDATORY. Missed lessons will result in expulsion from the program. Students who complete the program will be eligible to audition for a college scholarship award upon their graduation from high school.

Franklin Learning Center  
Parental Permission  
Music Department Participation

I, \_\_\_\_\_ hereby give permission for my child,  
\_\_\_\_\_, to fully participate in all required concerts or  
events sponsored by the Music Department at FLC. I understand that participation  
in performances is directly connected to my child's grade and is therefore an  
essential element to their chosen course of study. I also fully understand that  
alternative assignments will only be granted in case of excused absences as  
described in the Music Department Handbook.

I, \_\_\_\_\_, am dedicated to completing the requirements for  
the Music Major at Franklin Learning Center. I will attend all performances and  
events ready to perform and will dedicate a minimum of 3 hours a week to  
practicing outside of class. I understand the requirements to receive a passing  
grade in my music classes and agree to meet all expectations.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent/Guardian E-mail

\_\_\_\_\_  
Parent Phone Number

**Please select one:**

\_\_\_\_\_ YES! Please keep me informed of all performances and events at FLC. I will  
do my best to attend each performance!

\_\_\_\_\_ No. Please do not contact me via e-mail regarding Music Department  
Events.

\*\*\*\*Please return this signed agreement no later than September 16<sup>th</sup>.