



2022 – 2023
GCHFA Program Guide

JULY 4TH WEEK SPECIAL DISCOUNT! The non-refundable Student Enrollment Fee will be discounted to \$80 per student starting on July 1 through July 8. It will then be \$100 through the July 31 deadline. This fee will be charged upon enrollment using the payment method indicated on your account. Enrollment on or after August 1 will increase to \$125 per student with the exception of new families attending the August 29 instrument fitting.

New classes being offered:

Music & Motion ages 0-5 – depending on the interest and ages, this class may be divided

Music Theory Level 2 – a carryover from last year’s beginning theory class to help students who want to continue learning the theory behind the music

Jazz Lab – for students interested in learning the jazz style in preparation for being in Fusion (Jazz Band)

This Program Guide contains information about GCHFA and the 2022 - 2023 programs. Please read through this information thoroughly and feel free to contact us if you have any questions.

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Contact information

For program or administrative questions about GCHFA, contact:

Mrs. Lisa Evans, GCHFA Founder and Executive Director

email: LME@GCHFA.org or phone: 941-232-1296.

Please visit GCHFA.org for class descriptions, schedules, instructor bios, calendar, and updates.

Mission Statement

Gulf Coast Homeschool Fine Arts (GCHFA) exists to provide excellent music programs and instruction for students to develop their talents and maximize their potential in order to bring glory to God and minister to others.

Location

GCHFA will meet at Covenant Life Church 8490 McIntosh Road in Sarasota. (Just 10 minutes off of I-75)

Weekly Class Schedule

GCHFA classes will meet during the school year on Mondays. The fall semester will run from September 12, 2022 through December 12, 2022 every Monday. The spring semester will run from January 9, 2023 through April 24, 2023 every Monday. We will not take a break during the week of Thanksgiving or Spring Break as families typically take off other times of the year.

REQUIREMENTS FOR PARTICIPATION

Homeschool and Private Students

GCHFA is accepting students who are homeschooled, ages 0 through completion of High School. Students who attend a private school or virtual school that does not offer music programs may also join if our classes align with their schedule.

Attendance

Students are expected to attend all rehearsals and performances. If a student will be absent, an absent form must be submitted through the Parent Portal. Students are required to attend the rehearsal prior to a performance and all performances. Students missing a rehearsal prior to a performance may be denied permission to perform. If students will miss more than 3 (known) practices in a semester, some extra private lessons are highly recommended to keep up with the class.

Daily Practice

Daily practice is required of all recorder, band and orchestra members. Beginning students will be required to practice at least 5 days a week, 15 minutes a day, gradually being increased by the director to 30 minutes a day. Intermediate and Advanced levels will be required to practice for at least 30 minutes a day, 5 days a week or whatever time the instructor deems necessary. Weekly practice records must be signed by parents and turned in every Monday. If a student does not practice, causing them to get behind the other students, parents will be contacted. Some private lessons may be recommended for the student, or the student may be dropped to a lower level. Daily practice is important and essential for the good of the entire group. Lost practice cards may be replaced for \$2 at the information table.

Concerts

We will have a Winter and Spring Concert for all students. Dates and location can be found on the calendar at GCHFA.org. Advanced groups will have other opportunities for concerts such as the Sarasota Farmers Market, local churches, MPA participation, Senior Night, etc. Students in these groups are expected to attend unless there is sickness or other unexpected situations.

Concert Attire

All students will be required to provide the appropriate clothing for concerts. We desire for the groups to look professional and uniform.

Gentlemen: black dress pants, long sleeve white shirt tucked into pants, belt, dark necktie (Christmas tie may be worn for Winter Concert), black socks & black shoes.

Ladies: black pants or mid-calf to long skirt, white long or ¾ length sleeve shirt/blouse, dark socks/hose/tights and black shoes.

Student Enrollment Fee

A **non-refundable** Student Enrollment Fee of \$100 per student will be charged upon enrollment and not more than \$300 per family. Enrollment on or after August 1, 2022 will increase to \$125 and no more than \$375 per family. It is important to know who will be returning or joining as soon as possible so we can plan our classes accordingly. If you are unsure which class your child will be in due to auditions, place them in the class they are currently in and we will adjust it if necessary.

Parent/Family Involvement

Due to the number of students involved, and a desire to keep costs of our program reasonable, we find it necessary to require all families to be involved in the operations of GCHFA. If you are healthy, but too busy to help, a \$150 fee will be added to your account and charged with first installment. A list of jobs will be provided closer to the start of the year which includes weekly (or almost weekly) 30 to 75-minute time slots, help at concerts, instrument fittings or other events. The list and descriptions is available at Signup.com.

Class Fees

The Class Fees may be paid in full upon enrollment, at the first day of class, or may be paid by using the following payment plan: 50% of Class Fees paid on September 12, 2022; the remaining 50% of Class Fees paid on January 9, 2023. Any books, music stands or other supplies must be paid in full at time of purchase.

If you encounter unusual circumstances that may cause your payment to be late or

you need to set up a customized payment plan, the following form must be filled out for review.

<https://forms.gle/DUeBoMG8Q5wdXfDk6>. A Late Fee of \$5 per month will be charged on the fifth day of the month for balances not paid by the scheduled due date. Unpaid/uncommunicated balances may cause your child to be dropped from the class or prevent participation in a concert.

Allowable refunds are as follows:

50% refunded after 9/19/22

25% refunded after 9/26/22

No refunds after 10/03/22

Note: If you drop a class, you are required to pay the balance of your tuition. (See

“Questions & Answers”- page 12 for more information)

Private Lessons

Private lessons are not required to be in GCHFA but are strongly encouraged. A student who receives individual instruction will generally progress faster than those who do not. You may check with the instructors for individual instruction.

STUDENT GUIDELINES AND GENERAL RULES

GCHFA has guidelines and rules that every student is expected to follow. Every student that is enrolling in GCHFA must sign an Agreement Form stating that they will abide by the rules. God's expectation for our behavior is clearly outlined in Scripture and, whether in word or deed, we must do all to the glory of God. Since GCHFA desires to honor God and His Word, we require all of our students to exhibit the following minimal personal virtues:

- Kindness
- Truthfulness

- Courtesy toward others and respect for their property rights
- Punctuality in attendance and work
- Respect for and obedience to those in authority
- Diligence in effort and attention

Student/Family Hangout Areas

We will have many students using the building every Monday and some waiting for a class to begin or for a sibling to finish. We have found it necessary to have all students in a class so there are no students roaming the facility; therefore, we will provide a Study Hall and Social Hall to maintain order. Students will not be permitted to roam the facilities, inside or outside, unsupervised. Students may use the basketball court area and green area for outdoor play as long as there is an adult supervising.

Social Hall

The Social Hall must be supervised. The Social Hall is for quiet conversation, card games, board games or other games. It is not for loud, obnoxious behavior or roughhousing. Covenant Life has a wonderfully fun room which includes ping pong, air hockey, and a pool table. These games are for us to use but must be used properly. No standing on the tables. No nerf guns or things that fly through the air are to be used in this room.

Study Hall

A Study Hall will be provided for students to do schoolwork. This will be a quiet environment that will allow students to get work done. Parents may sit in and work with their student. Study hall will be monitored by a parent. Other places to study is in the library located in the adult area upstairs and in the lobby.

Instrument Code

- Students should never play another student's instrument.
- Students other than drummers should never touch the percussion equipment.
- Students who rent an instrument from GCHFA will pay for and make good to the satisfaction of GCHFA any damage or loss with the exception of reasonable wear at the sole discretion of GCHFA.
- Students should come to GCHFA with working instruments. If you don't know where to have your instrument fixed, ask your director or Lisa Evans.

Building Code

The atmosphere of GCHFA must be one of order, discipline, and cooperation. We must especially respect the facilities that we use weekly. No running or roughhousing will be permitted at any time. Students and parents must remain in areas designated only for GCHFA. **Parental Supervision** is required for all children not attending classes. Younger children waiting with parents may play on the outdoor playground or sit in the Study Hall or Social Hall. Children are to be picked up as soon as their class is over. Remember we are guests of our host facility. Let's work together to leave the building in as good, or better, condition than we found it. ***Damage done to the facility or its equipment will be the financial responsibility of the people involved in causing the damage.***

Dress Code

We want to create an atmosphere which enhances and adheres to the purposes we have established. Student appearance should be modest and in good taste so as not to offend or draw undue attention to oneself. The neat appearance of our students helps to create a positive learning

environment and reflects the philosophy and standards of GCHFA. Polo shirts will be provided for each student who enrolls to be worn during the entire GCHFA day. Shirts should be clean, and students should exhibit good hygiene. If a student does not wear their GCHFA shirt, one will need to be rented for \$3 at the Information Table for the time they are at GCHFA and returned before they leave. Extra shirts can be purchased for \$15. Parents can also purchase a shirt at the information table during the GCHFA day.

Drugs and Weapons

The safety and well-being of GCHFA students and their families is of utmost importance. Substances, including alcohol, cigarettes, and drugs, and weapons of any kind are prohibited at all GCHFA functions and events. Possessing drugs or weapons, including pocketknives, is strictly prohibited. Violation of this policy is cause for immediate expulsion.

Conduct

This code of conduct will be enforced before, during, and after class anywhere on the property. The following behavior will not be tolerated and will result in immediate disciplinary action:

- Foul language or unwholesome talk
- Roughhousing
- Bullying
- Disruptive behavior during rehearsals
- Physical display of affection
- Disrespect for others, especially for those in authority
- Possession of drugs or weapons
- Physical intimidation or contact
- Pushing social agendas
- All behavior deemed inappropriate at the sole discretion of GCHFA administration.

Phones & Listening Devices

Cell phones and listening devices such as headphones or ear buds may not be used during a class. Instructors have the right to hold onto them until class is over if it is an issue with any student.

FREQUENTLY ASKED QUESTIONS

Q: What costs are associated with GCHFA?

A: The cost calculator below provides an overview of GCHFA costs:

Estimated GCHFA Cost Calculator	Cost		# of Students		Totals
1. Student Enrollment Fee	\$100	X		=	
2. Instrument Rental or Purchase	varies	X		=	
3. Music Stand & Carrying Case (available from GCHFA)	\$17-35	X		=	
4. Band, Orchestra & Theory Books (available from GCHFA)	\$9-18	X		=	
5. Class Fees					
Band (Beginning, Intermediate, Advanced, Jazz)	\$177	X		=	
Orchestra (Applied, Beginning, Intermediate, Advanced)	\$177	X		=	
Choir (Elementary, Junior or Senior), Music & Motion	\$165	X		=	
Recorder	\$177	X		=	
6. Non-Volunteer Fee (optional)	\$150	X	1	=	

Q: What if the total cost for the year is too much to pay all at one time? Can I make payments?

A: Yes. The Class Fees for the year may be paid in two installments. 50% of the Class Fees are due by the first day of class. The remaining 50% of the class fees are due at the start of the 2nd semester. If there are financial hardships or other needs, a customized payment plan can be created. A google form will need to be filled out and an assistant will contact you to discuss. A Late Fee of \$5 per month will be charged for Class Fees not paid in full by the scheduled due dates. In the event of a returned check for insufficient funds, a \$35 returned check fee will be incurred and payment for all future balances will be paid by cash, credit card or money order.

Q: Why do I have to commit to the whole year and pay for it even if I drop out?

A: GCHFA is a full year program from September through April. We require that you seriously consider whether your students should be involved in GCHFA each year. We consider music education to be of great value and importance, on par with all other academic subjects and sports programs and hope that you will give this program the serious commitment it deserves. We know that there are special circumstances which may cause you to have to leave the program so for that reason there are a few exceptions to this policy:

- Serious illness in the immediate family
- Death or unemployment of a parent
- Family moving more than 50 miles from GCHFA

NO exceptions are made for students who tire of the program, re-enroll in school, or who do not want to practice. GCHFA makes annual commitments and incurs ongoing costs for instructors, facilities and more, in order to provide these programs based on your enrollment. GCHFA's costs are directly affected by your participation.

Q: Do I have to volunteer and what is my time commitment?

A: It takes many hands to make an organization like GCHFA operate smoothly. Due to the number of students involved, we need every family to be involved in the operation of GCHFA. Approximately 1-1½ hours each week is needed per family to help things run in an efficient manner, along with help for concerts and instrument fittings. There are many jobs to do that will be posted on SignUp.com such as classroom helpers or monitors, set up and clean up duties, concessions coordinator, fundraising, etc. If you are healthy but just too busy to volunteer, you can still help by adding \$150 to your tuition.

Q: What can your child learn from being involved in a program like GCHFA?

A:

- To play an instrument
- Discipline
- Confidence
- Teamwork
- Problem solving
- Organizational skills
- Responsibility
- Leadership skills
- Ear training
- Performance abilities
- Heightened learning abilities
- Attentiveness
- Their strengths and weaknesses
- How to handle winning and losing
- What they are capable of accomplishing