

## CAPA – Carlmont Advocates for Performing Arts

Carlmont High School  
1400 Alameda de las Pulgas Belmont, CA 94002-3585  
www.carlmontmusic.com

August 2011

Greetings to our new and returning Instrumental Music families!

### What is CAPA and why am I receiving this letter?

CAPA stands for *Carlmont Advocates for Performing Arts* and consists of parent volunteers working with one or more of the 4 performing arts teachers at Carlmont:

Mr. DaBaldo (Instrumental Music)	Ms. Tep (Vocal Music)
Ms. Martin (Drama)	Ms. Secrist (Dance).

You are receiving this letter because of your student's involvement in the Instrumental Music program. This is Mr. DaBaldo's fifth year as Instrumental Music teacher at Carlmont, and there are 5 groups your student may be a part of: Concert Band, Symphonic Band, Intermediate String Orchestra, Symphony Orchestra, and Jazz Ensemble. I look forward to working with each of you this school year as we support the Instrumental music program.

### What are my options for participating in CAPA instrumental music this year?

As with any performing group, many things need to happen to prepare for performances:

Concessions	Program Printing	Ushering & Tickets	Volunteer Reminder Calls
Stage Set-Up	Chaperoning	Transportation	Publicity

Not to mention the important tasks to start off the year:

Instrument Lockers	Collection of forms	Uniforms	T-Shirt ordering/Distribution
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Our goal this year is to have every parent participate in the way that works for them.

Your active participation in the program is critical to its success.

In addition to your attendance at the annual winter and spring concerts, I'm sure you will want to take an active role in CAPA this year to show your support for the excellent music program, and to recognize your own student's musical dedication and creativity. (Believe me, your child will notice your involvement!)

Please take a moment to look at the list on our website and select whichever job(s) interests you. Any amount of time you can dedicate to the program is greatly appreciated, and will be recognized. If you're not sure which job is best for you, please call Nancy Coe at 595-8132 to discuss possible options/time commitments that will fit your schedule.

### What do I need to do today?

To help us get the year off to a good start, please complete the following forms ahead of time, and bring them with you to

**Arena Check-In on Thursday, August 18th:** (All of these forms may be found at our website – [www.carlmontmusic.com](http://www.carlmontmusic.com))

- **CAPA Registration Form** - We are requesting this form be on file for all IM (Instrumental Music) students so that we can communicate with families in a timely manner. It is important to register so that we can let you know when volunteers are needed, as well as Pep Band schedules, rehearsals, performances, uniform requirements, field trips, or any other issue that pertains to Instrumental Music. (Please note: For your convenience, this form may be filled in online!)
- **Photo/Internet Release Form** - This allows us to include your student's photo on our website to promote the music program and celebrate student accomplishments. This form only needs to be filled out once. If you were in the program last year, we already have your form on file.
- **Medical Permission Form** - This form provides contact information in the event of an emergency, and permission to seek medical care, as needed.
- **Carlmont Instrumental Music T-Shirt Form** - Sample clothing (t-shirts/sweatshirts) will be available at Arena Check-In to help determine the best fit for your student, and orders will be accepted at that time with this order form. (prices on order form)

If all of the above forms are turned in at Arena Check-In, you will receive a special gift, compliments of the Instrumental Music program. The 2nd option is to send them with your student the first day of school, to be collected by Mr. DaBaldo.

**There is NO COST associated with membership in CAPA, and we are not asking for donations at this time.**

**\*\*Please plan to attend the first CAPA Instrumental Music Meeting of the year on Thursday, Sept. 15 at 7:00 p.m. in the Band Room.** We will give an overview of the program, preview the calendar, and make plans for an exciting year of music!

Sincerely,  
Nancy Coe and Marsha Runnels, President & Vice President  
CAPA Instrumental Music

### Contact Information:

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