



Southeastern Choral Department Handbook

2018-2019

Purpose and Goals

The purpose of our choir program is to develop vocal skill and music literacy while learning the importance and responsibilities of working with a group. Through these developments, we will grow as singers and musicians, create and provide entertaining performances, and harbor a life-long appreciation for singing and music.

Expectations

The following points are our classroom expectations. You will be expected to follow these ideals to assist in instructional flow and a positive classroom environment:

- ➡ Arrive to class in a timely manner each day!
 - *Be in your chair/on the risers with your music folder and pencil no later than 5 minutes after the bell. (i.e. Bell rings at 8:51 am, you will be ready for class to begin by 8:56 am, not 9:00 am)*
- ➡ Gum, food and drinks (other than water) are not allowed in the classroom.
 - *There is a drinking fountain in the room!*
- ➡ Use quiet, raised hands for questions and comments.
 - *Focus is key during rehearsals and instruction; any unnecessary conversation will be dealt with according to the disciplinary guidelines*
- ➡ Be respectful to your fellow choir members, to your director, and to yourself.
 - *Treat others how you would like to be treated! Group chemistry is important for successful performances; leave your differences at the door and come together to create music!*

Classroom expectations are posted in the classroom for the students to see each day!

Classroom Discipline

Every classroom has a disciplinary plan. The following is our classroom disciplinary plan that will be in effect each day in class, and will reset each day in class.

- 1. First Strike** —> Student will fill out a ticket describing their action, will include name and date.
- 2. Second Strike** —> Students will receive a lunch detention for the next lunch period (that day or day after depending on the class period; i.e. 2nd period on Tuesday = Tuesday Lunch detention/7th period on Thursday = Friday Lunch detention).
- 3. Third Strike** —> If misbehavior continues after the second offense, students will lose all daily points and be sent to the office for disciplinary action at the principal's discretion. When student actions and behaviors are disrupting the learning environment, they are not earning their participation points for that class.

If a student becomes a repeat offender (i.e. writes tickets multiple times a week), the student will be subject to before-school detentions that will be decided upon by the teacher, the student, and the parent. Each class is a new day; be mindful of your actions during class, and you will be rewarded by your successes!

****Severe infractions of classroom/school rules will be dealt with immediately and the student will be sent to the office.****

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Materials

Students are asked to purchase a **1/2 inch to 1 inch black 3-ringed binder** to hold their music. This will be kept in the classroom each day, unless instructed otherwise by the director.

Each student will also need to have a **sharpened pencil** in their binders for each rehearsal to make notes and marks in their music. We will also have written assignments throughout each term so the students will need writing utensils for these assignments.

Concert/Performance Attire

Students are asked to have particular attire for performances to look uniform with the ensemble, much like jerseys for an athletic team. Both ladies and gentlemen will be wearing concert white and black with one accent color. **Students are to wear a white top and black bottoms with black shoes.** These items should be solid colors (void of stripes, dots, and other decorations). If a student does not have the proper attire, they will not be allowed to participate in the concert; this will count as an unexcused absence. Below are examples of concert/performance attire:

- Ladies' Attire Examples:
 - ✓ Tops (all solid white): Blouses/dress shirts, sweaters, polos
 - ✓ Bottoms (all solid black): Dress pants, skirts (knee length or longer)
 - ✓ Shoes (all solid black, close-toed): Dress shoes, flats, heels, boots
 - Gentlemen's Attire Examples:
 - ✓ Tops (all solid white): Dress shirts, sweaters, polos
 - ✓ Bottoms (all solid black): Dress pants
 - ✓ Shoes (all solid black, close-toed): Dress shoes, boots
 - Accent Color Accessory Examples:
 - ✓ Tie or bow tie, belt, suspenders, headband, scarf, bracelet, belt, etc.
- ***No jeans or tennis shoes. All clothing choices must also follow the dress code of the school*****

If you are unable to obtain the the proper garments, please let Mrs. Adelsperger know at the beginning of the term so arrangements can be made!

Grading

Although choir is not a usual academic class, students will be graded based on their participation in class each day and throughout the term, written assignments, as well as performances. The class will be broken down as follows:

- ➡ Daily Rehearsal Participation - **5 points per day/rehearsal**
 - *Points given for being present, having correct materials, and following rules and expectations of the class (1 point each for pencil/binder/music, 2 additional points for participation)*
- ➡ Performances - **100 points per performance**
 - *Points given for attendance and proper concert/performance attire. They are not optional.*
- ➡ Assignments - **10 to 25 points per assignment/quiz/test**
 - *Points given for assignments, quizzes, and tests given in written or vocal form*

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Absences and Make-up Assignments for Assignments

If a student is absent from school on a day in which there is an assignment given, they will have the opportunity to make up the assignment the first day they are back in class. If they do not complete the assignment and turn it in by the next day, they will receive zero points for the assignment.

Absences and Make-up Assignment for Performances

If a student is absent from a performance, they are required to immediately bring in a hand-written and signed note from a parent/guardian the following class day. The make-up assignment will be determined at the time of the missed performance. Regardless of an “excused” or “unexcused” absence, the student will have the opportunity to make up the points missed from the performance (phone calls or e-mails will not be considered excuses for make-up work, there must be a note!). If a student does not bring in their excuse the following day, they will not be able to complete the make-up assignment given in place of the performance and, therefore, receive zero points for the performance/assignment.

*****Scheduling conflicts that would not allow a student to participate in a concert must be approved by the director 4 weeks prior to the performance in question.*****

The director has the right to adjust the point values and make-up policies depending on the situation at hand.

Performance Schedule

Choir concerts are paired with the band program’s concerts. Middle School students will perform together and High School students will perform together with the exception of the Holiday concert (all ensembles perform on this concert).

Admission for the concerts will be \$4 for adults, \$2 for students/senior citizens, and free for staff and children 5 years old and younger.

Students are required to attend all performances. Please be aware of the schedule below and prepare transportation and work schedules accordingly (do this early so you don’t run into problems later!). Notification will be sent out immediately if concert dates and times change.

Concert Schedule

HS Fall Concert	Monday, October 22nd	Concert Time: 7:00, Report Time: 6:30
MS Fall Concert	Wednesday, November 7th	Concert Time: 6:00, Report Time 5:30
MS & HS Holiday Concert	Sunday, December 16th	Concert Time: 4:00, Report Time: 3:30
HS Winter Concert	Sunday, March 3rd	Concert Time: 4:00, Report Time: 3:30
MS Winter Concert	Monday, March 4th	Concert Time: 6:00, Report Time 5:30
HS Spring Concert	Sunday, April 28th	Concert Time: 4:00, Report Time: 3:30
MS Spring Concert	Thursday, May 9th	Concert Time: 6:00, Report Time: 5:30

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Other dates/events to be aware of:

Salt Creek Valley Festival	Sept 14th-16th	TBD
Fall Musical	Nov. 2nd-3rd	7:00 pm
Veteran's Day Assembly (AC/CC)	Nov. 7th	During School
National Honor Society Ceremony (AC/CC)	TBA	During School
Middle School Holiday Assembly (7th/8th)	Dec. 18	During School
High School Solo and Ensemble	Feb. 16	TBD
High School OMEA Contest	Mar. 15th-16th	TBD
Spring Play	TBD	7:00 pm
National Junior Honor Society (7th/8th)	TBD	During School
8th Grade Choir/Band Performance/Trip	May 11th	Tentatively @Wilmington HS/Kings Island
Graduation Ceremony (AC/CC/SR)	May 18th	7:30

Remember: All dates/times are subject to change. As these dates are confirmed or other performances are added, notification will be sent home!

Questions?

Please feel free to contact Mrs. Adelsperger with any questions or concerns regarding anything in this handbook! Our goal is to learn about music, perform music, and create a life-long love for music and all students are welcome to be part of that!

Mrs. Carolyn Adelsperger

E-mail: carolyn.milbaugh@sepanthers.org

Phone: 740-774-2003 ext. 72152

Stay in the loop!

Remind (text message reminders): Text @sechoirs to 81010

Facebook: Southeastern Choirs

Twitter: Southeastern Choirs - @sechoirs

Instagram: SE Performing Arts - @seperformingarts

Southeastern Choral Department Handbook Handbook Agreement

I have read and understand the content and policies of the Southeastern Choral Department Handbook.

I have taken note of the performance dates, and have begun to prepare accordingly to attend these concerts dressed appropriately and on time.

If I have any questions or concerns, I will contact Mrs. Adelsperger as soon as I am able.

Student Name: _____

Student Signature: _____

Date: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____

Parent/Guardians,

Please leave your e-mail if you would like to be sent digital copies of information send home with students from choir!

E-mail: _____

Please return this handbook agreement to Mrs. Adelsperger and have the required class materials (black binder and pencil) by:

Monday August 27th.