

# 2010 - 2011 Choir Handbook and Contract

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Klein High School Choir

Student Handbook

2010-2011

Mr. Keith Dixon, Director of Choirs

Dr. Douglas Jones, Assistant Director

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## Introduction

Welcome to another great year at Klein High School Choir! We are excited to get the year started with a fantastic group of students and directors. Our choir department has so much to offer all who are a part of it. Music is a vital part of everyone's life, and there is much evidence to support that participating in music stimulates the brain and increases a person's intelligence.

"The enriching and inspiring qualities of music play a powerful role in a child's development and academic success. Promoting discipline and focus, the skills a student masters from music education improve spatial understanding and reasoning."

~Governor Rick Perry

Our choir department offers the following benefits (as well as many more!) to its members:

- Performances of a Lifetime
- Lifelong Friendships
- Competitions
- A Place to "Belong"
- Annual Trips

We hope your experience this year will prove to be fun, educational, and stimulating!

## Program Ensembles

Die Rosensänger: The beginning treble choir made up of mostly freshmen and sophomore women.

A Cappella Choir: The intermediate freshman mixed choir made up of women and men.

Liederkranz: The advanced treble choir made up of mostly sophomore and junior women.

Chorale: The advanced concert choir made up of mostly junior and senior women and men.

Chamber Choir: The select jazz ensemble made up of auditioned men and women from Chorale.

## Officers

### Choir President:

The responsibilities of this office consist of helping to oversee the outside activities of the choir, and assisting Mr. Dixon & Dr. Jones in day to day operations. The president must be someone who sets a good example for the choir students, is comfortable with people, will help to take up the responsibilities of those officers who are absent at an activity, and can delegate the responsibilities assigned to them. Specifically, the president will be responsible for coordinating officer meetings, various service projects, the Christmas Hay-ride, and the end-of-year banquet.

#### Vice President:

The vice president will be an extension of the president and will preside in the office of the president in his/her absence. In the same way the president must portray certain qualities, the vice president must be someone who sets a good example for the choir students, is comfortable with people, and will help to take up the responsibilities of those officers who are absent at an activity.

#### Secretary:

The secretary is responsible for taking care of the daily and extra rehearsal attendance and paperwork (i.e., parent permission forms).

#### Treasurer:

The treasurer is responsible for assisting the directors in handling money and making sure that all money is accounted for on the "Blue Forms."

#### Reporter-Historians:

The reporter/historian is responsible for taking pictures at all events, coordinating the officer video at the beginning of the year, communicating with the school newspaper and the yearbook about choir events, communicating with the website manager, and compiling a scrapbook/slideshow at the end of the year.

#### Librarians:

The librarians are responsible for processing and filing new music, making sure each student has a copy of each piece of music, and keeping the library in proper order.

#### Chaplain:

The chaplain must be a student of high moral conduct, set a good example for the students in the choir program and be in charge of the mindset of the program throughout the year.

#### Audio-Visual Managers:

The AV managers are responsible for assisting the directors in setting up and maintaining the sound equipment in the main rehearsal hall, as well as the practice rooms and sound room. They are also responsible for keeping the sound room organized and clean. They are responsible for burning CDs, updating existing recordings to current media type and helping the directors to keep the recordings organized.

#### Equipment Managers:

The equipment managers are responsible for assisting the directors in setting up and tearing down the electronic and stage equipment and keeping the sound room and ensemble room in proper order.

#### Student Accompanists:

The student accompanist is responsible for accompanying the choir when requested, and should be ready at all times to assist in playing voice parts when needed.

#### Charms Music Choir Database

Charms Music is the database for our choir members' information. The database holds information, such as the students' address, voice part, choir, etc. It also houses information that parents and students can access to see how much money is in their student's account for spring trip and/or profit from fundraising. Charms Music can be accessed 24 hours a day, 7 days a week online at [www.charmsmusic.com](http://www.charmsmusic.com). The students are responsible for updating any information as it changes, and as they move and grow from year to year.

PARENT STUDENT LOGIN = kleinschoir

PASSWORD = your K.I.S.D. 6 digit student ID # (you may change your login password to anything you like after your initial session.

### Spring Trip Information

A Cappella, Die Rosensänger, Liederkranz, will be attending the Director's Choice 2011 Showcase of Music in Dallas, TX on April 15-16, 2011. Chorale will be going to New York from March 31 - April 4, 2011.

Students and chaperones must bring a down payment by the due date, and everyone must return a signed "Letter of Intent" even if you do not plan to go on the trip.

Total cost = approximately \$200 (Dallas) \$1500 (New York)

Student must supply any additional spending money. Fund-raising profits go directly to individual student accounts.

We welcome chaperones to join us for the Spring Trip! Please indicate your interest to chaperone on your student's "Letter of Intent" and return the form with the indicated deposit.

The payment schedule for the trip will be posted on the choir website, <http://www.charmsmusic.com/> and <http://www.kleinchoir.com/>.

## Private Voice Lessons

Private voice lessons are offered to interested and serious students of Klein High School Choir, so that students can receive individual instruction on their vocal technique and skill in singing. Our professional voice teachers are qualified in dealing with the developing teenage voice, and they offer a wide range of knowledge about how to produce the best and healthiest sound. Students are under no obligation to take lessons and special consideration in choir placement will not be given to a student who takes private lessons.

Qualified private voice teachers are difficult to secure for such programs. While every attempt will be made to obtain a teacher for your student, it will not always be possible to do so. In the event that your student is not scheduled at this time, he/she will be placed on a waiting list. We will assign students on a first come, first served basis, so please return the form (coming soon!) as soon as possible if you are interested.

## Responsibility:

Private students are committed to study for the ENTIRE SCHOOL YEAR in which they enroll. If extenuating circumstances arise, a conference between the student, choir director, private teacher and parent is required. The only way that qualified teachers can be secured is to guarantee them that each student who enrolls will study for the ENTIRE SCHOOL YEAR. The SOLE INCOME of most of our teachers comes from teaching private lessons. It is absolutely IMPERATIVE that voice teachers be paid on time. Please understand that we must insist upon this, otherwise teachers will not want to continue to teach here, and our entire private lesson program would be at risk.

Each month's lessons are to be paid for in advance, on or before the first lesson of each month. Klein ISD has established the rate of up to \$20.00 per half-hour lesson (depending on the experience of your teacher in KISD). When an account becomes in arrears, lessons will be suspended until the account is current.

#### Attendance:

Students are responsible for notifying their private teacher directly (not the choral directors) 48 HOURS IN ADVANCE of the lesson to be missed. If the student makes such notification, it is the student's responsibility to reschedule any make-up lessons within a month of the cancelled lesson or forfeit payment for that lesson. There will be no refunds if a student misses a lesson without giving the teacher proper notification. In this instance, it will be left to the discretion of the voice teacher as to whether or not a make-up lesson will be given. The teacher is by no means required or expected to give a make-up lesson under these circumstances. The private lesson teacher is not aware of every activity scheduled in each school which might interrupt a lesson sequence. It is, therefore, the responsibility of the student to give adequate notification if he/she must miss a lesson due to concerts, programs, back-to-school meetings, etc.

A refundable \$30 deposit is required with each application. This deposit will be used to pay voice teachers in the case of missed lessons without prior notification or should the student withdraw from private lessons prior to the end of the school year. This deposit will be refunded at the end of the school year to those students who have fulfilled their obligation to take voice lessons for the entire school year and have not incurred frivolous absences.

#### KISD Solo & Ensemble Contest

The Klein ISD Solo/Ensemble Contest is a very prestigious contest that all students should take part in at some point in their Klein Choir experience. This spring semester event provides students an opportunity to select a song from the UIL Prescribed Music List, memorize it, and perform it for an appointed judge. The judge gives a rating to the student based on musicality, interpretation, knowledge of the song, memorization, vocal technique, etc. In addition, the judge gives a brief clinic/coaching session to each student. After learning the pitches and rhythms of the song, students should request assistance from their voice teacher and/or choir director in refining the music for the best possible performance.

This year's Solo & Ensemble Contest will be held on Saturday, February 19, 2011 at Klein Collins High School.

### TMEA Audition Process

The Texas Music Educators Association (TMEA) sponsors the All-Region Choir (Mixed and Treble) in November and the All-State Choir (Mixed, Treble, and Tenor-Bass choirs) in February. The entire process is based on individual effort and is an individual accomplishment. Singers must be personally motivated to make time and effort to learn the music, pitches, and rhythms as well as work on sight-reading skills. Our department offers many opportunities to learn the music, including the district-wide summer workshop, after school rehearsals, class rehearsal time, and private voice teachers. It must be stressed that this is optional for all Klein Choir members, except Chamber Choir. However, everyone is encouraged to participate in this worthwhile process.

The various levels and events in the process are:

#### Important TMEA Dates:

- District Mock Auditions (Thurs, Sept., 23 @ Klein High)
- District Auditions (Sat., Sept 25 - 8 AM @ Klein Collins)
- Region Auditions (Sat., Oct 30 - 8 AM @ Klein Forest)
- Region Clinic and Concert (Fri., Nov 12, 4-9 PM @ Spring HS / Sat., Nov. 13, 9 AM @ Conroe High School / Concert @ 6:00 PM)
- Pre-Area Auditions (Tues., Nov. 30 - 4 PM @ The Woodlands HS)

•∅ Area Auditions (Sat., Jan 8, 2011 - 8 AM @ Midway HS - Waco)

•∅ All-State Choir Rehearsals and Performance/TMEA Convention (Feb., 9-12, 2011 @ San Antonio)

## Lettering Requirements

Information taken from the

Board of Trustees' Policy E-61

## Award Jackets for Lettering High School Music, Drill Team, and Other Non-Athletic Events

Sophomore, junior, and senior students may only receive one school-purchased award jacket during their high school careers at the same school. Freshmen are excluded with the exception of those who earn 10 or more points toward sweepstakes in district UIL or music competition.

If a student becomes eligible for an additional letter, a suitable recognition patch or stripe will be made available for the student to indicate that he has achieved this recognition more than once. Seniors may elect to receive a blanket or other similar standardized award if this is the first year they are eligible for an award jacket.

To receive an award jacket or to letter, students must be members of a student organization that actively participates in interscholastic competition and/or drill team activities and remain in good standing for the entire school year. Students must demonstrate a positive attitude and maintain a satisfactory citizenship/conduct and scholarship average. Students must attend all functions and activities of the organization or sub-groups unless excused by the coach/director/sponsor.

Students, other than drill team members, must fulfill one or more of the following lettering requirements in one school year:

Earn a minimum of eight achievement and/or participation points. Achievement points do not accumulate or carry over from year to year and may be earned as follows:

4 points for achieving membership through audition in a performing all-region band, choir, orchestra, or jazz band

2 points for achieving membership through audition in the ninth-grade all-region band

4 points for advancing to the area level audition in band, choir, or strings

2 points for achieving membership in all-state band, choir, or orchestra

3 points for achieving a first division/superior rating on a Class I or II solo at UIL solo and ensemble contest or for

achieving an excellent rating at the KISD solo and ensemble festival

3 points for achieving a first division/superior rating on a Class I or II ensemble at the UIL solo and ensemble contest or for achieving an excellent rating at the KISD solo and ensemble festival (Only two solo and/or ensemble events may be counted toward lettering in a single year.)

Participation points for band, orchestra, and choir members will accumulate or carry over

from year to year and may be earned as follows:

2 points at the beginning of the second year of participation in a competing organization

3 points at the beginning of the third year of participation in a competing organization

4 points at the beginning of the fourth year of participation in a competing organization, contingent upon the student remaining a member of the organization for his/her entire senior year under the conditions stated in A, B, & C above.

A student who is ineligible for any extracurricular activities during the year will forfeit

participation points for that year.

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Participate in competition within the UIL district and earn a minimum of ten points that count toward the sweepstakes  
Participate in competition in at least five UIL training contests and earn a minimum of one point at each meet  
Complete both semesters of the second year as a color guard member and participate in at least ten performances annually, if available, one of which must be the UIL marching contest  
Represent the school as a member or alternate on the academic decathlon team at competition in which five or more high schools are competing.

Signed Choir Contract - Due Friday Sept. 10th, 2010

Return signed copy and \$20.00 (for returning students) or

\$50.00 (for new Klein choir members) for Choir Dues

Membership in the Klein Choir Department offers many valuable and personal learning experiences. Therefore, it requires that each student accept a large amount of responsibility.

I hereby agree to uphold my responsibility as a member of the Klein High School Choir Department by following the rules and guidelines of this organization.

•1. I will arrive at rehearsal on time with my music, a pencil, and a good attitude. Gum chewing will NOT be allowed at any time in the choral music building while I am supposed to be rehearsing.

•2. I will be responsible for keeping all dates, as given to me by the directors open and clear of other responsibilities, unless I have already discussed in advance an absence with my director and filled out and handed Mr. Dixon or Dr. Jones the necessary "Gold Form."

•3. I will attend all scheduled performances, rehearsals and sectionals unless excused in advance by my director. I understand that I will always be given at least one week advanced notice before any required activity, and that most rehearsals and performances will be announced far in advance. Therefore, it is understood that jobs and work are not acceptable excuses.

•4. I understand that my grade in choir will be determined by the following:

•a. Daily participation (attitude, cooperation, attentiveness, alertness, punctuality, and preparedness).

•b. Attendance at sectionals, special rehearsals, and performances.

•c. Behavior during rehearsals, concerts, special trips and activities.

•d. Tests and music assignments.

•5. I will assume responsibility for maintaining academic eligibility in order to participate in the extra-curricular activities. (Note: The scheduled Fall Concert and Holiday Recording are "co-curricular" and do not require eligibility.)

•6. a. Women: I assume responsibility for my formal dress. It will be issued to me in clean condition. I will pay my choir dues of \$20 (if I'm a returning student) or \$50 (if I'm a new Klein choir member)-which includes the uniform cleaning fee-to cover the cleaning costs at the end of the year. I accept the responsibility of securing my own black low-heeled, closed-toe shoes and hose.

b. Men: I assume responsibility for my tuxedo, including my coat and pants. It will be issued to me in clean condition. I will pay my choir dues of \$20 (if I'm a returning student) or \$50 (if I'm a new Klein choir member)-which includes the uniform cleaning fee-to cover the cleaning costs at the end of the year. I accept the responsibility of securing my own tuxedo shirt, cummerbund, bow-tie, black socks, and black dress shoes.

c. Everyone: I will return my uniform and music by the designated deadlines at the end of the year. I realize that there will be a report card hold if I do not turn in my uniform.

• I accept that on the first violation of any of the above guidelines notification to this effect may be sent to my parents, and that any subsequent violation may be grounds for my dismissal.

#### Student/Parent Handbook Contract

I, \_\_\_\_\_(print name) \_\_\_\_\_ (period), have received the Klein High School Choir Department Handbook, Contract, and Calendar, and I understand the responsibilities therein.

Please check one of the following before signing the contract concerning our Klein High School Choir web page:  
[www.kleinchoir.com](http://www.kleinchoir.com):

\_\_\_\_Please feel free to use my/my student's photo on the Klein High School Choir web page. (I understand that no last names will be used to identify any student).

\_\_\_\_ Please use my/my student's photo in large group photos only on the choir web page.

\_\_\_\_ Please do not use any photo of me/my student on the choir web page.

\_\_\_\_\_

\_\_\_\_\_

Student's Signature

Date

\_\_\_\_\_

\_\_\_\_\_

Parent's Signature

Date

This signed form is due by no later than Friday, September 10thth with your Choir Dues of \$20.00 (for returning students) or \$50.00 (for incoming freshmen and new choir members).

## Parent Volunteer Form

Parent's Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Parent's Email: \_\_\_\_\_

Student's Name: \_\_\_\_\_ Choir Period: \_\_\_\_\_

Please place a check (Ö) by the events you can help with!

\_\_\_\_1. "Student Information Sheets" data input - approximately 2-3 hours at your convenience.

\_\_\_\_2. Organize choir uniforms - week of Sept. 7th

\_\_\_\_ 3. Tux/Dress repair - sew on buttons, mend broken seams, etc. - week of Sept. 7th

\_\_\_\_ 4. Assist with Tux/Dress distribution after school - Tues. - Thurs., Sept. 17-19

\_\_\_\_ 5. Pick up and serve pizza/drinks for "Klein Choir Night" -

Tues., Oct. 5th - 5:00pm @ the Centrum

\_\_\_\_ 6. Chaperone: (Please check which ones you may be available for)

\_\_\_\_ District Auditions - Saturday, September 25 - All Day

\_\_\_\_ Region Auditions - Saturday, October 30 - All Day

\_\_\_\_ Region Choir Clinic/Concert - Friday-Saturday, November 12 & 13

\_\_\_\_ UIL Concert & Sightreading Contest - Tuesday-Wednesday, April 12-13, 2011 Time TBA

\_\_\_\_ Choir Banquet - Friday, May 20, 2011- 7PM-12AM

\_\_\_\_7. Prepare cookies, brownies, cakes, etc. (various times throughout the year)

\_\_\_\_8. With some advance notice, I am willing to do whatever needs to be done!