



Handbook

2022-2023

Dear STEAM & GDDS Choir members and parents,

Welcome to the STEAM & GDDS Choir! In this handbook, you will find information and guidelines that provide a clear understanding of what to expect this year. Please read this handbook carefully and return a signed copy of the handbook agreement and fees no later than **Friday, September 2nd**. Do not hesitate to contact me if you have questions or concerns! I know we are going to have a wonderful school year!

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STEAM & GDDS Choir Handbook

STEAM & GDDS Choir is dedicated to developing a life-long understanding and appreciation of music in students. STEAM & GDDS Choir will help students develop the skills, knowledge, and attitudes to be successful throughout their academic career. By signing the handbook agreement forms you are committing to be a positive, active member of the STEAM & GDDS Choir for the 2022-2023 school year and give your best effort every day in choir and school.

Student Expectations

Choir students are expected to be courteous, safe and prepared for class to create the best learning environment possible. A set of classroom rules has been created to ensure student success in the STEAM & GDDS Choir.

Specific Choir Rules

1. Keep your hands, feet, and objects to yourself.
2. Show respect to Mrs. Pollock, your classmates, and the school.
3. Participate properly in activities and rehearsals.
4. Bring all necessary supplies every day.
5. Keep gum, food, or drink except for a bottle of water outside the classroom.

Consequences

1. The student will receive a verbal warning and is expected to correct their behavior.
2. The student will be asked to stay after class to speak with Mrs. Pollock; a call home may be made.
3. Detention will be assigned depending on the severity and frequency of the infraction. A phone call home will be made.
4. The student may be removed from class in the event of severe infractions and a referral will be submitted.

Student behavior and participation will be taken into careful consideration in planning end of year choir trips. Any behavior which is not representative of good citizenship as perceived by choir staff or administration staff may result in dismissal from the choir program.

Cell Phone Policy

Students **are not** permitted to use cell phones during rehearsals, sectionals, concerts, or performances. Student cell phones should not be present during any rehearsal. The first infraction will result in the cell phone being collected with a warning. The cell phone will be returned to the student at the end of rehearsal or class. The second infraction will result in student cell phones being turned in to the front office.

In the event that a student must bring their cell phone to a concert or performance, students must leave their cell phone with a parent chaperone and may access it upon the conclusion of the event. Students may bring their cell phone with them to contests, but must give their phone to an adult chaperone upon exiting the bus. Students will receive it back after loading the bus to leave the contest.

Student cell phone use during concerts and contests for any reason will result in an office referral. The phone will be immediately confiscated by a choir director or chaperone and will be returned at the conclusion of the event.

Concerts and Performances

Students are required to participate in concerts and other events throughout the school year. This is an excellent opportunity for your child to demonstrate what they have been working on in class concerning singing and concert etiquette. Students are required to stay for the duration of the event and are not permitted to leave early.

All choir members will have a uniform for concerts and other events. 7th and 8th grade choir students will have a formal and informal uniform. Students and parents will be informed of which uniform is required for each event.

Attendance Procedure

Punctual attendance is required at all rehearsals and performances! These events are co-curricular activities, therefore, mandatory and major grades for your student. Please review the following attendance policy carefully.

Excused Absences/Tardiness

Written notification should be provided to the director signed by the parent/guardian regarding the nature of unavoidable conflicts with concerts, performances, or other choir events no later than 2 weeks prior in order to properly excuse an absence. **Emails are not acceptable forms of communication for these purposes.** Absences may be excused in the event of illness, medical

emergency, personal injury, or death in the family. In the event of illness, a doctor's note should be submitted to the director upon return to school. An alternate assignment will be given for credit of up to 100% if completed correctly in the time frame given.

It is the parent/guardian's responsibility to schedule a planned doctor, dentist, and other appointments around the choir calendar & schedule.

Unexcused Absences/Tardiness

Examples of unexcused absences/tardiness include over-sleeping, failure to arrange transportation, family trips/vacations, and non-school related extracurricular activities. 20 points will be deducted from the overall grade for unexcused tardiness. Students with unexcused absences to concerts or performances may earn up to 70% of the grade with an alternate assignment if completed correctly in the time frame given, but will **not** be eligible to participate in choir trips.

Your child's participation is crucial to the success of their choir. The experience missed from non-participation in a concert cannot be replicated.

Academic Eligibility

State law mandates that students maintain a grade of 70 or above in all classes in order to participate in extra-curricular activities including UIL contests, auditions, and other off campus events. Students who make a grade lower than 70 on their report card are considered ineligible and may regain eligibility at the 3 weeks progress report.

Concerts and rehearsals are considered curricular and will be required of all students regardless of academic standing.

Uniform Care & Specifications

Proper attire counts for 30% of the performance grade. At the director's discretion, students that are severely out of uniform will not be allowed to perform and will be required to complete an alternate assignment for partial credit.

Students are expected to take the utmost care of uniform pieces checked out from the school. Students are responsible for returning these uniform pieces to the STEAM & GDDS Choir at the end of the school year in **excellent** condition.

Students will be held responsible for damage to choir uniforms.

Treble Choir Formal Uniform

- Choir dress - provided by STEAM & GDDS Choir
- Solid black, closed toe shoes - no heels over 3 inches and no tennis shoes
- Pearl necklace (*Ambiance only*) - provided by STEAM & GDDS Choir

Tenor/Bass Choir Formal Uniform

- Black tux shirt, vest, dress pants, and bow tie - provided by STEAM & GDDS Choir
- Solid black, closed toe dress shoes - no tennis shoes
- Solid black socks

Beginning Choir Formal Uniform

- Choir t-shirt - included in choir fee
- Long khaki pants - no jeans
- Brown or black belt
- Solid black, closed toe shoes - no heels over 3 inches and no tennis shoes
- Visible socks must be solid black

Choir Informal Uniform

- Choir t-shirt - included in choir fee
- Blue jeans with no holes or rips
- Closed toe shoes

Choir Fees

Students will have a \$40 choir fee that will cover their choir t-shirt, supplies, professional clinicians, and help offset the cost of choir entry fees for contests and festivals.

Choir fees are due with the handbook agreement form by Friday, September 2nd. If payment in full is not possible by this date, please contact Mrs. Pollock to establish a payment plan.

Choir Supplies

Minimal supplies are needed for all choir students. Students will be provided the supplies listed below and must have these supplies in class every day. Assigned folder slots have been provided for student convenience. Students are required to replace any lost or damaged supplies.

Student required supplies

- Black 3-ring binder
- 2 sharp pencils
- Pencil bag
- Chromebook

Grading Policy

50% Formative Assessment Music Theory and Literacy Rehearsal Participation Class Projects	50% Summative Assessment Sight-Reading Tests Concerts and Performances Rehearsal Preparedness
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Fundraising

STEAM & GDDS Choir raises money by selling World's Finest Chocolate Bars. We believe that the chocolate bars are the very best product available for us to raise funds. We will be selling the chocolate bars for \$1.00 per bar with 60 bars per box.

Parents/guardians may help your student by taking the box to work, religious institutions, family gatherings, etc. For safety reasons, we do ask that students not go door-to-door.

The sale begins October 17th and ends October 28th. We must receive your student's permission slip before they can receive the chocolate.

Students will receive one box initially. Each time a box is paid for in full, another box may be sent home. A parent may pick up more than one box.

Students/parents/guardians are responsible to STEAM & GDDS Choir for \$60 per box checked out for the chocolate and/or money. This includes melted, lost/stolen, or damaged chocolate. Damaged or melted chocolate bars may not be returned.

Voice Lessons

It is the goal of STEAM & GDDS Choirs to provide the very best learning experiences for each choir student. One of these learning experiences is the opportunity for a student to study privately with a professional vocalist. This enrichment opportunity is available to all choir students in grades 6th-8th. During a private lesson, students will learn techniques that will help them sing more musically, with better resonance and more confidence. Private lessons are especially important in times of vocal change as they can help a student navigate the changes in their voice while still growing as a musician.

General Information:

- Students will have one lesson per week during the student's choir class.
- The cost of private lessons is \$20 for 25 minutes.
- Lessons are to be paid prior to the lesson. The student should bring one payment at the beginning of the month to their lesson teacher.

Students will have up to 2 studio-sponsored opportunities per year to perform for their friends and families in a safe and encouraging environment. Each student is expected to prepare and perform a minimum of ONE solo per event that is memorized and accompanied (either by live music or an approved track).

Choir Trips & Social Events

Choir trips are privileges. Students must meet the following requirements to participate in choir trips and other social events:

- Maintain academic eligibility with a 70 or above in ALL classes.
- Have zero **unexcused** absences from required choir events such as concerts or performances including contests and festivals.
- Failure to participate in a required event such as UIL due to ineligibility will result in loss of choir trip. Maintaining academic eligibility is crucial so that students can participate in all required events.
- Zero office referrals in choir.
- Zero ISS assignments.
- All choir fees must be paid in full.

Cut Time

Throughout the year we will be using Cut Time for a variety of needs including:

- Volunteer & Chaperone Sign Ups
- School Inventory
- Tracking Choir Fees/Balances Due

Accessing Cut Time Account

Each parent and student will have a Cut Time profile created for them. Once this process is complete an email will be sent to you through the system (using: noreply@cuttime.net) that will give you instructions on how to set up your username and password and login to your profile for the first time. If you do not see this email by **the end of the day on Friday, September 2nd**, please contact the choir office so that we can verify that the email we have on file for you is correct.

2022-2023 STEAM & GDDS Choir Calendar

Date	Event/Time	Location
September Thursday, 1st Friday, 2nd Friday, 9th	Choir parent meeting @ 6pm <i>Handbook agreement form & fees due</i> Region Choir Boot Camp @ 5:30-8:30pm	STEAM MS Hughes MS
October Monday, 3rd Saturday, 8th Friday, 14th Mon-Fri, 17th-28th Saturday, 29th	Fall Concert <i>Call time @ 6pm; Concert @ 7pm</i> Region Choir Auditions CHS National Anthem Night Fall Fundraiser United in Song	Burleson HS Timber Creek HS Burleson HS Centennial HS
November Saturday, 5th	Region Choir Clinic and Concert	Weatherford HS
December Tuesday, 6th Tuesday, 13th Thurs-Fri, 15th-16th	Winter Concert <i>Call time @ 6pm; Concert @ 7pm</i> Winter Showcase @ 6pm Elementary Choir Tour	Centennial HS STEAM MS BISD Elementaries
February Tuesday, 28th	Pre-UIL @ 9am-4pm	Location TBD
March Thursday, 2nd Mon-Tues, 8th-9th	Beginning Choir Festival @ 1-4pm UIL Concert & Sight Reading <i>Specific times and dates TBA</i>	Burleson HS Aledo HS
April Friday, 21st Saturday, 22nd	STEAM Fine Arts Showcase @ 5-7pm Solo & Ensemble @ 9am-12pm	STEAM MS Kerr MS
May Friday, 12th Thursday, 18th	Choir Field Trip Spring Showstoppers <i>Call time @ 6pm; Concert @ 7pm</i>	Location TBD Centennial HS

Fall Concert, Winter Concert, and Spring Showstoppers are required of all students regardless of academic eligibility.