

NEWBURY PARK HIGH SCHOOL



All parents are strongly encouraged to attend the first booster meeting, Wed, Sept 7, 7pm, choir room

CONCERT CHOIR, WOMEN'S ENSEMBLE AND CHAMBER SINGERS HAND BOOK 2011-2012

Please print, sign and return the **last three pages** of this handbook along with a **check for donations** listed below before **Friday of the second week of school**. Checks should be made payable to *NPHS Choral Booster Club*. New boys must also go to the tux shop to be measured before Friday of the second week of school.

Program Funding

The cost of maintaining our choral program far exceeds the amount of money budgeted by the school district. Regretfully, the district does not finance the cost of uniforms and festivals, which are an integral part of the learning experience. Because of this, we rely on the generous donations and fundraising efforts of the students and families involved in the program to pay for these items. If money is not raised by determined deadlines, the trips and certain festivals will not be possible.

The donations listed below are entirely voluntary. **No student will be excluded from any part of our program due to an inability to pay.** Any family that is unable to pay the suggested amounts should contact the Director or the Booster President so that we can work with the family to enable their student to participate, regardless of their ability to pay.

Suggested Donations

- _____ \$50 per student to cover postage, supplies, etc. for the choral program
- _____ \$20 per student for Travel Polo Shirt (*only if new to a particular choir*)
- _____ \$75 for Girl's performance dress (*only if new to the program*)
- _____ \$220 for Boy's tuxedo & dress shirt (*only if new to the program*)
- _____ \$700 for Heritage Festival trip to San Francisco (payable in installments and can be offset by fundraising)

Additional items to be provided by the individual student include:

- Boys: Dress shoes & socks
- Girls: Black character shoes & stockings

Suggestions regarding these items are provided in the "Uniforms" section of this handbook.

Transportation Fee

Each year, a transportation fee must be paid to the School District. This is a District fee to cover activity transportation costs and is not levied by the choral program. **This fee is to be paid directly to the NPHS Athletics Office;** the Boosters do not collect these funds.

For questions regarding this transportation fee, please contact the Athletics Department at 805-498-3676 ext. 1010. You may also pay online at the school store:

<http://newburypark.revtrak.net/tek9.asp>



A COMMITMENT TO SINGING

Congratulations! You have been selected to participate in one or two of the finest high school choral groups in California. I hope you are proud to be a member of our organization, and will dedicate your talent, commitment, and responsibility to helping create memorable musical experiences and award-winning performances.

As members of this choir, you not only have the opportunity to learn many advanced vocal skills; you will also embark upon a rewarding and exciting performance experience. This information is being presented to assure that you know what the program is about and what is expected of its members. Daily rehearsal attendance and participation is extremely important and all dress rehearsals and performances are mandatory and will count toward your grade.

Your level of commitment is what will make our choir a success each time we venture out to represent our school and ourselves. We ask for 100% dedication and participation throughout the year. In exchange, we promise skills and experiences that will last a lifetime.

CONCERT CHOIR

Concert Choir is a large, select mixed choir that learns and performs medium to difficult level choral music of varying styles throughout the school year. Performance venues are not only at Newbury Park High School, but also at other sites, both local and throughout the country.

Each year the choir travels to one choral competition that requires an overnight stay and extended travel for educational purposes and academic enrichment. This class is unique because it is a performing group, an academic class, and a co-curricular activity, all in one. Because of this, there are many forms which must be signed, policies that must be followed, costs to be covered, and a dress code that must be adhered to.

Concert Choir is a yearlong class and students and parents should realize that responsible commitment for the entire year is expected and that fees and other expenses are calculated upon that commitment. Fees cannot be refunded if a student does not complete the year. The Concert Choir will meet 1st period on Mondays, Wednesdays and Fridays for the first semester and then every day for the second semester. Students will meet every day on the week of the concert

WOMEN'S ENSEMBLE

The requirements and expectations for the newest performing ensemble at NPHS, the Women's Ensemble, will be the same as for concert choir. They will participate in all of the campus performances and major events including the annual overnight trip.

The ensemble will perform traditional treble choir music and some women's barbershop. They will meet on Tuesdays and Thursdays during the first semester and then every day during 3rd period for the second semester

CHAMBER SINGERS

The NPHS Panther Chamber Singers are a select, mixed choir that learns and performs medium to difficult level choral music of varying styles, appropriate for the group's size. This experience provides opportunity for serious music students to hone their vocal skills in preparation for more advanced singing at the college level.

Members are chosen on the basis of their Concert Choir audition, and are required to participate with the same level of commitment and dedication in both groups. Seniority is an important factor for membership, as we feel qualified students should have the opportunity for this singing experience. However, the final decisions are based on the quality of the audition. This group will perform more often than the Concert Choir and Women's Ensemble. In addition to some class-time performances, there will also be performances scheduled for evenings, weekends, and sometimes during school holidays.

ANNUAL FESTIVAL

Every year the choir undertakes a major trip. The primary purpose of this trip is to sing in a major choral festival and to give students the opportunity to see other parts of the country while sharing their music. Educational and fun activities are scheduled, as well as performances and exchanges with other music groups. The trip is usually about 4 days in duration, and is scheduled so students miss as little school as possible. The Choir Booster parents coordinate the trip with the Choir director. Students are encouraged to participate in fundraisers to help finance the trip. Students will be notified of the destination, exact cost and a payment schedule at a later date.

EMERGENCY FORM

Each parent must complete an emergency/medical release form (last page of this handbook.) It must be signed and returned to the director to be kept on file. The emergency form makes us aware of each student's personal needs and informs us of how to reach parents should the need arise. ***ABSOLUTLY NO TRIPS OFF CAMPUS WITHOUT ONE!***

LADIES UNIFORMS

Ladies dresses will be ordered by the booster organization. Please select a shoe that is safe and comfortable as they will be standing for long periods of time on stage. Please comply with a 2-inch heel or less for hem uniformity and safety.

*Recommended - Black Character Shoes, Prima Diva Dance Wear, 1610 E. T.O. Blvd suite #A 91362 (805) 495-9700. One and one half inch heel \$37.00 for synthetic and \$57.00 or \$64.00 for leather (more comfortable). 20% discount if you tell them you are from NPHS Choir.

MENS UNIFORMS

Men's tuxedos will be purchased from Kildee Clothing – Las Posas Plaza 606 N. Las Posas Road, Camarillo (805)482-2124. When getting your measurements done, tell the clerks you are with Newbury Park High School Choir and ask for Kevin. Get your measurements done by the end of the second week of school in order to ensure delivery before our first performance. You may call to get a measurement appointment. Hours are Mon-Sat 10-6.

*Please select on your own a comfortable men's dress shoe in black---No tennis shoes!

TRAVEL SHIRTS

Travel shirts will be ordered by the boosters through a local company. Please fill out the order form and submit with a check ASAP so we may order them. White for Concert Choir, Black for Chamber, Purple for Women's Ensemble – Women's sizes are available.

BOOSTER CLUB

The Booster Club is a parent organization that assists the Director in raising money for choir needs, as well as offering help with various activities. It is a vital part of a successful music program. All parents are already members and are encouraged to attend all meetings, if possible. Please join us with your ideas and help. Booster meetings will be held monthly, or more frequently as needed. **FIRST MEETING IS WED, SEPT 7TH AT 7PM IN THE CHOIR ROOM - IT IS SUGGESTED THAT YOU ATTEND AS WE WILL BE DISCUSSING THE MAJOR FUNDRAISERS FOR THE COMING YEAR.**

VOLUNTEER TASKS

Please help!! The following tasks are crucial to the success of the choral organization. Please call the Booster President or the Director to sign up for at least one or two of these. Details of each job will be discussed during our regular business meetings.

- Measuring and ordering of dresses
- Ordering Travel Shirts
- Chaperone a single day festival or event
- Chaperone the four day festival
- Organization of four day festival (itinerary, transportation ect)
- Organization of a fundraising event
- Telephone Tree
- Publicity
- Clean up crew (to avoid janitorial charges to boosters)
- Historian
- Videography
- Awards Ceremony food coordinator
- Concert Program
- Concert Ticket orders and sales
- Concert CD orders and sales
- Concert Bake Sale/refreshments
- Concert Usher
- Concert Ticket door/booth sales
- Assistants to board members (to run current positions when officers move on)
- Set up team for concerts

**CONCERT CHOIR AND CHAMBER SINGERS
OUTLINE AND AGREEMENT
MR. SARGENT, ROOM M 1**

Dear Parents and Students,

I would like to welcome everyone back to school! My name is Mr. Sargent and I will be your music director for Women's Ensemble, Concert Choir and Chamber Singers. The following is an outline for the course.

Students are admitted to these groups by audition only and the choirs are designed for the expansion of choral singing. The main areas of study will include proper rehearsal techniques, proper singing techniques and musicianship training. Professional attitude and commitment are required!! **All parents are members of the Choral Boosters and are strongly encouraged to support and participate in fundraising and other activities organized for the benefit of the choir.**

NPHS Concert Choir:

Meets 7:10 – 8:05 am Monday, Wednesday and Friday first semester and every day second semester. Students will memorize and perform difficult and advanced choral music requiring advanced vocal skills, musicianship and mature work habits. A large commitment of time and seriousness of purpose are also required as there are several performances, both locally and at overnight festivals. **All performances are MANDATORY.** Most performances are not on school time but frequently on evenings and weekends. Program costs include the purchase of special dresses or tuxedos, travel fees, and district transportation fees. Fundraising events are offered to help defray the expenses of overnight trips.

NPHS Women's Ensemble (Concert Choir):

Meets 7:10 – 8:05 am Tuesday and Thursday first semester and every day, third period, second semester. All requirements and expectations are the same as Concert Choir – please read above.

NPHS Panther Chamber Singers (Vocal Ensemble):

Meets during the 4th period block every other day. It is an elite performing choir of 20-30 singers, chosen by audition from the ranks of the Concert Choir. Membership in both groups is mandatory. This group is regularly invited to perform locally, for service groups and others in the community.

GRADING POLICY:

The grade each quarter is a composite of the student attendance record, your level of participation and your attitude. Attendance at all rehearsals and performances is essential. The success of each rehearsal and performance depends upon each of you being present. A missed practice or performance can never be made up. PLEASE, TAKE STEPS TO MINIMIZE ABSENCES FROM BOTH.

A positive attitude is important and serious dedication to excellence is required for us to complete the work necessary for our performances. A negative or less than serious attitude hinders everyone and will not be tolerated.

You will earn grades academically through the following means of assessment:

25% Punctuality

One point will be assigned for every day the student is on time.

25% Participation and Attitude

Assessed at the discretion of the Director according to the following criteria:

- Is the student giving their best effort throughout the rehearsal to learn their part and to develop their skills?
- Is the student serious during rehearsals?
- Does the student follow the directions of choir authority?
- Is their behavior in any way disruptive?
- Students will be continually evaluated during the semester.

50% Attendance of rehearsals and concerts

Recorded by the director

- Excessive excused absences could negatively affect your grade.
- Dress rehearsals are mandatory and are often held in class on the day of a performance.
- The director may request a note from a physician for excessive absences.
- You must attend all concerts and performances in order to get an “A” in this class.

ALL GRADES ARE BASED ON THE FOLLOWING BREAKDOWN:

A = 90 - 100%, B= 80 - 89%, C= 70 - 79%, D= 60 - 69%, F= 0 - 59%

PUNCTUALITY AND ATTENDANCE:

These are major factors in the grading policy. The distraction caused by tardy students is very disruptive to the rehearsal. Therefore, in keeping with the school policy, detentions may be assigned. Please understand that it is not appropriate to miss this class to study for a test, to sleep in, or to make up non-elective class work or tests. Knowing the works and music is expected of each student, and is just the beginning of the rehearsal process. Most of our rehearsal time is spent on developing ensemble between the sections, which makes it imperative that each singer be present.

REHEARSAL PROCEDURES:

1. Be on time with all materials in hand
2. Do not talk once the rehearsal begins, detention will be assigned for excessive talking – your grade will also be reduced if your talking disturbs the rehearsal
3. Remain in your seat and stay focused on the task at hand
4. No eating during rehearsal
5. Do not chew gum or distract from the rehearsal in any way
6. No homework will be done during the rehearsal
7. Be proud of your abilities and maintain a positive attitude
8. Work hard---give 100% of what you have to give
9. Be responsible and dedicated to our common goals

10. Be polite and treat everyone with courtesy and respect
11. Have fun and enjoy the music we make, so that others may share our enthusiasm

Do these things daily so they become habits. Then, when we perform, all the skills and techniques, which are taught in class, will be second nature to you, and you will be able to give yourself totally to expressing the music!!!

IF YOU ARE SICK:

If you can talk, you can sing. If you are contagious, you should not be in school. If your voice is rough, you may "mark" (sing lightly). You must have a doctor's note if you can't participate due to medical reasons. **Please communicate to the director anything that will limit your participation before the rehearsal begins!**

I look forward to assisting everyone in furthering his or her choral experience as I learn with you. Please feel free to call me at **(805) 498-3676** if you have any questions or concerns.

RULES FOR CHOIR

In order to foster a positive and safe learning environment, I have listed below the rules, which I will go over with students on the first day of class. Please read everything and abide by the rules so we can have an awesome year!

- Enter the room quietly – if you are already here in the morning or at lunch then bring down the noise level at 7:05 and 12:25. If you are in the room, sit down with your folder and put your food away.
- Be seated or standing and ready to sing with your folder next to you when the tardy bell rings. No flying objects!
- If you are not feeling well or if you can't stand during rehearsal, let me know before the rehearsal.
- We do everything together, including movements and gestures! We are a team!
- Leave food, gum and drink (other than water) outside the rehearsal area - this includes coffee.
- Say what you want, but raise your hand first. I have an open door policy so talk to me one on one if there is an opinion that needs to be expressed. No popping off!
- Keep your hands and feet to yourself – even if it is just for fun. Don't slap or hit anyone.
- Cell phones are for vowel modification, calendar input or looking up something for the director only.
- The restroom is for real emergencies only. Don't ask me to use the restroom if you are having an actual emergency. Just go!
- Leave make-up at home or put it away.
- Alumni visitors are always welcome at any time. Please greet them when we are not rehearsing.
- Childlike noises are amusing but please save them for non-choir activities.
- Please leave the white board and other things in the room alone – ask me first if there is a birthday greeting that you want to put on the board.

- You may come in and eat at lunch but please pick up your trash and volunteer to clean the microwave at least once per month if you use it.
- Practice rooms are for practice only. They will be busy this year for that reason.
- You will be tested individually for any music learned – especially when you are assigned music to be learned in sectionals or after I return from an absence.
- All singers must hold music until the entire choir has memorized the piece.
- Please assist in moving chairs before the rehearsal begins or at the end of rehearsals.
- The back door is for emergency exit only.
- If you come in late, you may have to scrape gum. If you are frequently late, you will then get detentions and Saturday school. Please note that I reserve the right to lock the door and give you an out of class assignment when the tardy bell rings.
- If you get a detention, please put today's date, your grade, the choir you are in, and my name and sign. You will meet Mr. Hurley in the cafeteria at lunch where you exchange your detention slip for a trash bag. You may sometimes feel singled out but I will be as fair as possible. I give detentions to reinforce desirable behaviors and limit distractions that take away from our potential as a performance organization and not for personal reasons of like or dislike.

Concert and Festival Etiquette:

- Be where you are supposed to be - Stay out of the way!
- Be a respectful, engaged audience member.
- Be aware of your noise level in public and on busses.
- Be expressive but do not draw attention to yourself during the performance or warm-ups.

**NEWBURY PARK HIGH SCHOOL CHORAL MUSIC DEPARTMENT
PARENT/STUDENT AGREEMENT**

We have read the entire handbook and this outline/agreement and we understand the commitment involved in being a part of the choir. We accept the above stated policies and will support our student in his/her effort to fulfill this commitment. In addition, we know that Concert Choir starts at 7:10am every week day morning and that students arriving after that time may be marked tardy. Excessive tardies and absences may result in a lowered overall grade, detention and drop fail. I also give consent to have my students picture seen on the nphschoir.org website.

STUDENT NAME (PRINT) _____

STUDENT SIGNATURE _____ **DATE** _____

PARENT SIGNATURE _____ **DATE** _____

TRAVEL SHIRT ORDER FORM

(Complete and return only if you have not already indicated your order preference through the online survey.)

You only need to order if you don't already have a polo or need a new one (ie; you are in Chamber Singers this year and were not last year).

Student Name: _____ **Phone:** _____

Student email: _____

Circle correct size and preference:

Ladies

Mens

XS

S

M

L

XL

2XL

Indicate correct color:

_____ Concert Choir – White

_____ Women's Ensemble – Purple

_____ Chamber Singers – Black

FIELD TRIP OR EXCURSION AUTHORIZATION AND MEDICAL TREATMENT AUTHORIZATION

(Minor)

(California Education Code Section 35330)

In-state

Out-of-state

Completion of This Form is Required for ALL Field Trips or Excursions

1. Name of school: Newbury Park H.S. Teacher Mr. Sargent

I hereby give permission for my child, _____, to participate in the All Choir Trips 2010-2011 field trip or excursion as a part of his/her regular school program.

This field trip or excursion is to be held on _____; or from _____, 20_____ through _____, 20_____.

Transportation for this field trip or excursion will be provided by District and Private Vehicles, Charter bus and Airlines

2. **Regarding special assistance/accommodations:** Is special assistance/accommodation necessary for your child to participate in this field trip or excursion?

No

Yes. Please explain _____

Regarding administration of medication: All medications must be prescribed, **including** over-the-counter medications. Is your child required to take medication during the course of this field trip or excursion?

No

Yes. **Parent/guardian must contact the school office** to obtain form VCSS SFA-1059, AUTHORIZATION FOR ANY MEDICATION TAKEN DURING SCHOOL HOURS or form VCSS SFA-1061, EXTENDED FIELD TRIP OR EXCURSION MEDICATION(S) AUTHORIZATION (which must be signed by parent/guardian and student's physician.)

3. **If you have health insurance, please list:**

Health Insurance Company _____ Policy Number: _____

_____ Group Number: _____

Please list additional emergency contacts, should parent/guardian be unavailable:

Name: _____ Phone: _____

Name: _____ Phone: _____

4. I fully understand that all participants are to abide by and accept all rules and requirements governing conduct during the field trip or excursion. To the extent permitted by the Education Code, any participant determined to be in violation of behavior standards will be sent home at their own or their parent's/guardian's expense.

California Education Code Section 35330 provides as follows:

"All persons making the field trip or excursion shall be deemed to have waived all claims against the District or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip or excursion."

I understand that the District does not require the minor student to participate in the field trip or excursion and I make this request voluntarily because I desire the minor student to participate in the field trip or excursion. I also understand that, if I do not consent to the minor student's participation, the minor student will be involved in alternative supervised activities, for which the minor student will receive full credit.

5. In the event of illness or injury, I hereby consent to whatever transportation, x-ray, examination, anesthetic, medical, dental or surgical diagnosis or treatment and hospital care from a licensed physician as deemed necessary for the safety and welfare of my child. It is understood that the resulting expenses will be the responsibility of the participant(s) parent(s)/guardian(s).

6. **I have carefully read this authorization and fully understand its contents and voluntarily consent to its terms and conditions.**

Signature of Parent/Guardian: _____ Date: _____

Address: _____ Phone: _____