



Choral Handbook 2014-15

Welcome from Mr. Lundin

I am excited to begin my second year teaching at Memorial High School! Our vocal music program has a strong tradition of excellence and I look forward to working with our students to continue that tradition.

This handbook contains all of our policies, expectations, general program information, as well as a calendar containing major dates for this school year. I will communicate updates via Skyward, our curricular web page, and Facebook at “Memorial High School Choirs.” Students will be responsible for keeping track of information presented in class. Thus, I suggest they maintain a planner!

I always have an ‘open door policy’ during school hours when I am not in a lesson or meeting. I believe that communication is the cornerstone of success, especially when together we aim to achieve excellence!

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Mission

All members of the Memorial High School Vocal Music Program shall seek as their primary objective the discovery of music and sound vocal technique through the exploration and performance of quality choral literature. Members who fully commit themselves will find enjoyment and success in the ability to read, understand and perform music at a high level; anytime, anywhere, for the rest of their lives.

Objectives

Students will...

1. Develop music literacy skill through the regular practice of Solfège and Takadimi sight-reading methods, and by identifying and analyzing terms and symbols in music notation.
2. Demonstrate healthy vocal technique by understanding proper body alignment, vocal physiology and breathing mechanism.
3. Demonstrate healthy ensemble technique through the awareness of blend and phrase, as well as minding the inherent values of cooperative group participation.
4. Perform for audiences at a high level with confidence, poise, expression and joy.
5. Mature as individuals, developing self-discipline, self-respect, responsibility and sensitivity.
6. Enjoy general camaraderie, build lasting relationships, and most of all..... HAVE FUN!

Materials

Students are responsible for the following in order to be successful:

- **Folder/3-ring binder.** The student is responsible for keeping music, articles, worksheets and exercises organized and in good condition. A 3-ring binder is preferred but the student may use a folder of his/her choice. Folders are available for purchase from the director at 25¢
- **Pencil.** A pencil must be on hand in rehearsal at **ALL TIMES**. Random pencil checks will occur. Pen is NOT ok, as most music notation is property of the school.
- **Music Notation.** Octavos and other music notation will be loaned to the student from the Memorial High School music library. Students are responsible for keeping their music tidy in a folder, and will return it in the same condition which it was received. Students who notice damage or writing in pen should notify Mr. Lundin as soon as possible in order to avoid being charged for damages. Most octavos cost around \$2.50 to replace.
- **Good Attitude.** Obviously!

Expectations

I expect the following from each member of the program. Members who continually choose to ignore these expectations are subject to disciplinary action and/or dismissal.

1. Be Respectful, Be Responsible, Be Safe. All choices made should meet these guidelines.
2. Try. Every accomplishment begins with the decision to try. In order to be successful, members must be willing to step outside of their comfort zone. You might even end up surprising yourself!
3. “Pick up after yourself / put things away when you’re done!” Items remaining in the choir room at the week’s end will be donated or discarded.

More specific guidelines:

- When the bell sounds, students are to be in their assigned place with their folder and a pencil ready. Failure to comply will result in a tardy.
- Students are expected to remain focused on the task at hand and refrain from talking unless invited to do so. Failure to comply will result in loss of citizenship points.
- A water bottle is strongly encouraged in rehearsal. Students should fill their bottles at the station behind the auditorium. A water fountain is available in the room for small amounts, but should only be used before or after class.
- Gum, Food, Candy, other beverages and bad attitudes are never allowed in the choir room.
- Students may not use the classroom piano. Practice rooms are available for check-out.
- The hall pass will only be used for specific business. Restroom use will only be in case of emergency. Students are expected to use the restroom during passing time.
- Occasionally students will be allowed to use mobile devices in class. Without permission, students may have the device confiscated and delivered to the office.

- Students who exhibit **exceptionally commendable behavior** may be recognized with an additional reward; ticket to be entered into a drawing or possible additional citizenship points. Students who are consistent will be subject to recognition at the end of the term. Such commendable behavior includes:
 - Always engaged in body and mind
 - Thoughtful questioning
 - Visibly positive attitude
 - Encouraging remarks to classmates
 - Always willing to TRY and experiment
 - High-Fives

Choral Citizenship:

The student's individual Choral Citizenship and Participation is the most important element in our success as a whole. Also, it is the single greatest factor in determining the student's grade. I do not grade a student's ability to sing, but rather his/her dedication and effort in being a positive, active member of the class.

The MHS Vocal Music program has established the rubric below for students to measure their daily performance:

A	<i>Has a positive attitude and is respectful to teacher and classmates; no unexcused absences; never has gum, food, or improper beverages in rehearsal; Regularly uses healthy singing posture; consistently notates in score (pencil); very attentive in rehearsal; practices consistently outside of class displaying great preparedness in rehearsal; actively involved in rehearsal process and participates in class discussion; keeps pace with rehearsal</i>
B	<i>Has a positive attitude and is respectful to teacher and classmates; no unexcused absences; never has gum, food, or improper beverages in rehearsal; Usually uses healthy singing posture; notates in score (pencil); is usually very attentive in rehearsal; usually practices outside of class displaying preparedness in rehearsal; involved in rehearsal process and usually participates in class discussion; usually keeps pace with rehearsal</i>
C	<i>Has a positive attitude and is respectful to teacher and classmates; no unexcused absences; never has gum, food, or improper beverages in rehearsal; Occasionally uses healthy singing posture; is attentive in rehearsal; practices sometimes outside of class displaying minimal preparedness in rehearsal; occasionally participates in class discussion; socializing is somewhat distracting to choir members in rehearsal</i>
D	Seldom uses healthy singing posture; socializing is distracting to choir members in rehearsal; absolute minimum participation in all aspects of rehearsal; has unexcused absences; unprepared in rehearsal; is frequently lost in rehearsal
F	Never attempts healthy singing posture; socializing is a major distraction to choir in rehearsal; level of class participation is far below minimal; has unexcused absences; is totally unprepared in rehearsal; is frequently lost in rehearsal

Grading

30% Formative Assessments:

Choral Citizenship / Rehearsal Participation (recorded bi-weekly)

Students are expected to attend class and participate fully in activities every day. Students who are absent will miss the day's unique learning experience which cannot be replaced. Thus, unexcused absences will significantly affect the student's citizenship.

Students who are unable to participate in class, due to an injury or otherwise, MUST present an official memo of explanation to the instructor signed by a parent, doctor or administrator.

Students may earn additional points in this category by displaying exceptionally commendable behavior. (see above under specific guidelines)

Written Work (various)

Students will be responsible for submitting learning responses, practice logs, and other written work. Students will be assessed on all aspects of writing based on the six traits.

Quizzes (various)

Students will be assessed through written and singing tests throughout the semester.

70% Summative Assessments:

Concert Performance (graded on attentiveness, preparedness)

Attendance is mandatory for all concerts. See event calendar for required dates. Students must make sure they clear their schedules for these dates well in advance. Students who foresee a conflict must notify the instructor in writing at least a month in advance. Students whose absences are deemed "excused" by the instructor will be given an alternative assignment. Unexcused absences can be made up for half-credit

Citizenship Average

At the conclusion of each grading period, the student will receive an average of their citizenship/participation during the quarter.

Quarter/Final Exam

Tutoring Opportunities

A valuable asset to our members is the Tutoring Program. Members of the "Madrigals" will be available to assist struggling musicians in a one-on-one environment during lunch, before and after school. An appointment must be made through Mr. Lundin in advance of the meeting time.

"Hold yourself responsible for a higher standard
than anybody else expects of you."

-- Henry Ward Beecher

Concert Attire

Memorial HS is so very fortunate to provide new choral robes in performance. Robes will be treated with utmost respect and care. Students may never eat or drink anything besides water while wearing the robe, and will be responsible for any damage to the robe assigned.

Students are responsible for wearing the following underneath the robes. There are no exceptions, and failure to comply will result in loss of concert points.

- Men: Solid black dress shoes, solid crew-length black socks, Solid black dress pants, solid white dress shirt, and tie (any color)
- Women: Solid black closed-toe flats, flesh-colored hose, skirt, and blouse. Please, no gaudy jewelry or makeup that may draw attention to you in performance.

Choral Leadership

There are a number of ways students can get involved in leadership within Memorial Vocal Music. The instructor reserves the right to revoke a student's leadership title should the student choose not to act as a model choral citizen.

The Show Choir program has its own leadership positions. The managers of those groups will report to the council. If the director deems necessary, one person might hold two positions.

President:

Vice-President:

These positions will be decided (by vote of the membership) during the first two weeks of school. They are open to a junior or senior who exemplifies the mission of MHS Vocal Music. They will be responsible for planning and leading monthly choral council meetings.

Secretary:

This position will be decided by the vote of the membership during the first two weeks of school. It is open to a responsible sophomore through senior student who will attend all meetings, serve as the scribe and help the instructor maintain the database.

Class Officers: (1-2 per choir)

These positions will be voted by the membership of the choir during the second full week of school. Their responsibilities include: managing attendance, being the intermediary between the membership and the instructor, managing the music notation (organizing, documenting, disseminating) and preparing the robes.

Section Leaders: (4 per choir)

Section leaders will be auditioned and appointed by the instructor. Section leaders will have the ability to lead a sectional rehearsal and have a core understanding of the material. They will also assist with attendance and morale within their sections.

2014-15 Important Dates

The below dates and times are subject to change and will be communicated ASAP via class, Skyward and the web site. **Required dates for all choirs are in bold.**

Madrigals, Show Choirs and special ensembles will have additional dates. Please visit our web page for more details about events, including updated call times.

Date	Event	Time	Location	Who?
Oct. 2	Varsity Show	7:00 p.m.	Auditorium	Participants
Oct. 3	Homecoming Game	6:30 p.m.	Carson Park	All Choirs
Oct. 10	A Cappella Extravaganza	7:30 p.m.	UW-Eau Claire	Madrigals
Oct. 11	Clearwater Choral Fest	All Day	UW-Eau Claire	Participants
Oct. 23	Fall Concert Dress Reh.	2:30-4:30	Auditorium	All Choirs
Oct. 27	Fall Choral Showcase	7 p.m.	Auditorium	All Choirs
Nov. 21-23	Musical: Once On This Island	Fr, Sa: 7 pm Su: 1:30 pm	Auditorium	Participants
Dec. 5	Tudor Dinner Set-up	3-9 p.m.	Commons	Mads & Families
Dec. 6	Tudor Dinner Reh.	10 am-2 pm	Commons	Madrigals
Dec. 6	Tudor Dinner Meeting	1-1:45 p.m.	Commons	ALL Freshmen
Dec. 7	Tudor Dinner	6-8:30 p.m.	Commons	Mads & Freshmen
Dec. 11	Holiday Concert Dress	2:30-4:30	Auditorium	All Choirs
Dec. 15	Holiday Concert	7 p.m.	Auditorium	All Choirs
Feb. 7	Winterfest Invitational	All Day	Auditorium	Participants
Feb. 19	Winter Concert Dress	2:30-4:30	Auditorium	All Choirs
Feb. 23	Winter Concert	7 p.m.	Auditorium	All Choirs
Apr. 11	District Solo & Ensemble	All Day	Chi-Hi	Participants
Apr. 20	Madrigals Spring Concert	7 p.m.	Little Theatre	Madrigals
May 2	State Solo & Ensemble	All Day	UW-Eau Claire	Participants
May 19	Pops Concert Dress	4:30-7 p.m.	Owen Park	All Choirs
May 20	Pops Concert	5-9 p.m.	Owen Park	All Choirs
TBA	Freshman Trip	TBA	Mpls, MN	Freshmen
Jun. 10	Graduation	6 pm call	Zorn Arena	All Choirs

Private Lessons

Students are encouraged to study privately to extend their learning. Students who study privately will feel ahead of the game and will also earn points toward a choir letter. If you are interested, please ask Mr. Lundin for a directory of private teachers in the area or check the bulletin board for opportunities.

Students with Special Needs

If there is anything I can do to accommodate a student's special need in meeting the expectations listed above, please contact me to set up a meeting!

Sacred Music

A quality high school choral music program will include repertoire that is sacred in nature; nearly 80% of Western choral music has sacred context. I always am cognizant about diverse music selection and strictly follow Eau Claire Area School District Board Policy 6125 regarding the use of sacred music in the classroom. Please contact me with any questions.

Appendices

The following are separate additions to this handbook and may apply to a specific course or must be returned. There may be an additional appendix added after this document goes to print! The most current version will always be available on our web page.

- **I. Handbook Acknowledgement form. MUST be signed by student, parent and returned by Sept. 8.**
- II. OASC Schedule and Syllabus
- III. Madrigals Schedule and Syllabus
- IV. Awards/Lettering Point System

A Final Note to Students

I teach music not because I expect you to become a professional performer or major in music. Instead, I teach so you might become more sensitive to your surroundings, so you might recognize the beauty beyond the tangible, and have a more vibrant life. Let us together discover the infinite possibilities of music AND have some serious fun while doing so!!

I am honored to be your teacher.

Sincerely,
Mr. Lundin