

Long  
Beach  
High  
School  
Choral  
Handbook

2018 /2019  
School Year

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Information on requirements and expectations for satisfactory participation in the Long Beach High School Choir.

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# The Long Beach High School Choral Handbook 2018/2019

*(Updated July 2018)*

**Overview:** Students will be tested on their music knowledge at random times during each semester. It is to the advantage of the student to learn the music when the director teaches each part. The students will sing their part from memory.

Each student is required to be at every rehearsal and performance. The students are required to be at the concert venues at a specific time before each concert for warm-up. The director will set these times.

Students will be responsible for the set-up and take-down of stage sets at concerts. No singer will leave a performance venue until it is cleaner than when we arrived. The men of the choir will be assigned to help set-up and take-down risers for each performance.

Each student will arrive to each concert venue already dressed in concert attire unless otherwise notified by the director.

Additional rehearsals will be scheduled before major concerts. Attendance is required.

**History:** The Long Beach High School Concert Choir has a long and valued history of commitment to excellence. This choral program has been acknowledged as one of the finest high school choral programs in the South. Receiving countless superior ratings at the district, state and national level, the choir and its additional ensembles, during the past 30 years, has performed for audiences in Canada, Germany, Hungary, Austria, Mexico, Scotland, Switzerland, Spain, England, Italy, France, and most recently, Austria and Switzerland. In addition to performing for Presidents Reagan and Bush, this choral program has featured ensembles in many national festivals in Orlando, Florida as well as being the first Mississippi high school Concert Choir to perform a solo performance at New York City's famed Carnegie Hall and St. Patrick's Cathedral. The Concert Choir, for over 25 years, hosted the Gulf Coast Choral Festival – which became the largest choral festival in the state of Mississippi. This prestigious festival was founded by longtime director Joanne Edwards.

In order to maintain our history, tradition, and reputation, we must continue all of our efforts to excel and strive to be the best we can be. The purpose of this handbook is to provide information about the choral music program at Long Beach High School. It is hoped that some of the usual questions regarding procedures, rules, attendance and expectations will be answered.

**The Long Beach Choral Department consists of the following ensembles:**

The Concert Choir(Select Women’s Choir and Chorale), The Madrigal Singers, Men’s Choir, Mixed Ensemble, Women’s Ensemble, Women’s Choir, Men’s Quartet, Women’s Quartet, Sextet and other seasonal/special ensembles.

**Musical Selections:**

Music from all time periods that contain both sacred and secular text will be studied, rehearsed and performed. The purpose for all music chosen, regardless of the text it contains, is to teach the historical significance in the scope of musical development, and provide an opportunity to sing great music by prominent composers that have affected our musical history and global society.

**Long Beach Concert Choir Association (LBCCA):**

The Long Beach Concert Choir Association (LBCCA) is an organization that is comprised of interested parents, family members, alumni, and friends who give support to the rich choral history that has been sustained for over 30 years. This organization assists the Director of Choral Activities with fund---raising, travel, and organizational duties that aid in furthering the musical education of the students. The executive board members of this association are as follows:

Director of Choral Activities

Associate Director

LBCCA President\*

Vice-President\*

Secretary\*

Treasurer\*\*

Members at Large\* (volunteers from each class)

\*Denotes officers that are elected each school year.

\*\*Appointed by the LBCCA Board.

All parents are strongly urged to be an active and contributing member of this organization to insure support and encouragement that is due to the students. A new executive board is elected before the beginning of each school year.

### **Choral Awards & Senior Scholarships:**

Awards will be given to outstanding choral students at the end-of-year Concert Choir dinner banquet. Such awards MAY include:

#### **Award Title: Student(s) eligible:**

The Director's Award

Senior Choral Scholarship Award --- 2 seniors\*\*

Most Outstanding Leadership 10th-12th boy or girl

Most Outstanding Senior 12th boy and girl

Most Outstanding Junior 11th boy and girl

Most Outstanding Sophomore 10th boy and girl

Most Outstanding Freshmen 9th boy and girl

Most Improved 9th-12th boy and girl

100% All---Around 9th-12th boy or girl

#### **\*\*Seniors who wish to apply for the choral scholarship:**

1. Must have all outstanding balances paid in full
2. Must be in good standing with the choral directors
3. Must not be removed or resign from the choir or any ensembles
4. Must maintain an "A" average in choir

All members of the Concert Choir must have outstanding balances paid in full before attending the Concert Choir Dinner Banquet and Awards Ceremony. Fundraised money shall not be used to purchase family tickets to the dinner banquet.

All awards, except the Choral Scholarship Award, are left to the discretion of the Director of Choral Activities. The Choral Scholarship Award will be decided between a panel of anonymous judges. Those seniors wishing to compete for the scholarship must submit a written essay on what choral music at LBHS has meant to them. The details of the essay, along with deadline date, will be announced.

### **Membership Requirements for Concert Choir:**

**Attitude:** It is extremely important that you come to this elective organization with an attitude that will allow you to put forth the maximum amount of effort with the minimum amount of complaint. If your attitude is such that it interferes with the progress of other students, you will be asked to leave the rehearsal. Any problems that you have should be discussed in private with the director. Behavior is a direct indication of your attitude. This will reflect in your grade.

**Expectations:** You, as a member of the Long Beach Choral Department, are expected to put forth the necessary effort to insure the quality of every performance. The director expects full cooperation during rehearsals and performances and will not tolerate any interruptions from the learning process. **Musical Ability:** You do not need to be a great singer to become a member of the choral department. You must, however, strive to reach a level comparable to that maintained by the choir. If you cannot carry your end of the part, you are not only hurting yourself, you are holding back the progress of the choir. Therefore, the chief requirement shall be that you strive to sing your part to the very best of your ability.

Singers of the Concert Choir must be in good standing with LBCCA and maintain adequate grades in order to remain a member. Students may and will be removed from the Concert Choir

at the end of the Fall semester if he/she does not have adequate grades. Students who are not in good standing due to poor participation grades, as well as good standing with the directors, will not remain a member of the Concert Choir for the Spring 2019 semester.

Students can and will be removed based solely on poor (lack of) participation at the director's discretion.

Singers of the Concert Choir must be in attendance of at least two (2) school courses on the day of an event (concert/performance) in order to participate.

**Concert Choir Student Officers:** The student leadership council consists of the following officers:

President

Vice President

Secretary (4)

Historian

Director's Assistant

Rehearsal Assistant

Head Librarian and Assistant

In order to maintain the office, students must adhere to the requirements listed below:

- \*Maintain adequate grades (must maintain a "C" average in academic classes)
- \*Must maintain an "A" average in Concert Choir \*Must not be removed or resign from an ensemble
- \*Attendance at all fundraisers (entire length of fundraiser) to assist with LBCCA Executive Board.



## Activity Fee:

The activity fee of \$170 for Men and \$150 for Women will be assessed at the beginning of the new school year. This fee covers expenses for the 2018/19 school year. The activity fee can be paid in cash or check (payable to: LBCCA).

## Eligibility Policy:

The eligibility policy is set forth by the Mississippi High School Activities Association. They are quoted from the MHSAA handbook as follows:

All members of the Concert Choir (and ensembles) must be registered in the daily class meeting. The student **MUST** be enrolled in the course in order to perform with the Choir. These regulations are supported by the Mississippi High School Activities Association (MHSAA)

Be a bona fide student, having enrolled not later than the 15th day of any semester of participation, carry five subjects and deport himself satisfactorily. Any student who becomes 19 prior to August 1st shall be ineligible for interschool competition. Not a graduate of a 4-year high school. Not enrolled in college or junior college and active in any college level activity. To be eligible a student shall at the end of each term be able to demonstrate normal progress toward earning Carnegie units of credit for graduation. These rules will be enforced.

## Grading System

Theory tests, singing tests and class participation 50% (attitude, behavior, rule adherence, etc.) **(Students will be tested in rehearsals through tonal memory as well as receiving grades for: binder checks for music, pencil markings and numbered measures.)**

Concerts/Performances 50% --- Each concert/performance will be graded as four (4) major test grades. The director will assess the student based on the above categories. The director will calculate the average for each student at the end of the semester for the final grade.

Students that do not maintain a grade (average) of "B" (derived from daily participation, theory/history tests, concert/rehearsal attendance) will not be permitted to sing in concerts/performances. Each student has ample opportunities to maintain a "B" average. Students that attend rehearsals/performances, are on task in daily class meetings and have knowledge of musical history, theory terms, and knowledge of the rehearsed literature will receive satisfactory grades. It is the responsibility of the student to maintain this average. In the event that a student does not perform due to this expectation, he/she will be responsible for taking an alternate test in order to supply the grade.

In the event that a student is absent from a performance/concert, it is the responsibility of the student to communicate with the director(s) for a make-up exam. All concerts/performances are counted as four (4) major test grades. All tests (concerts/performances) and exams must be made up within a time not to exceed the length of time missed. Students who fail to complete missed assignments, tests, or exams during this time will be given a zero.

## Code of Conduct:

Students are responsible for the reading of and adherence to the Long Beach High School Student Handbook. As a member of the Long Beach HS Choral Department, and its additional ensembles, you are held to a high standard. Your conduct directly reflects the choral program, your parents, the school and community. Below are general rules of the choral department that should be followed at all times.

Arrive on time for rehearsal. Be in your assigned seat with your folder and pencil when the bell rings. No food, candy, gum, or drinks of any kind will be allowed in the choir room except with the permission of the director. No talking during rehearsals. No hats are allowed on campus or while in uniform. No student is allowed in the practice/storage room, in the rear storage room or in the director's office and choral library without permission. Do not touch any equipment or play the piano unless given permission. The choir room will be kept clean and presentable at all times. Be considerate, dedicated and reliable.

## Rehearsal/Performance Expectations and Procedures:

As a member of the Long Beach Choral Department you are expected to be on time to ALL rehearsals and performances. Each student will receive a folder for music. A **pencil** must be in hand during each rehearsal to mark your music.

Choir officers are to be obeyed and treated with the utmost courtesy and respect. Remember that they are delegates of the directors.

The directors will schedule afternoon and evening rehearsals for the choir and its ensembles. These are more common than morning rehearsals. Each member of the choral department is required to attend section rehearsals. These rehearsal times will be determined by the section leaders/directors and will be posted on the dry-erase board at least one week in advance of the rehearsal.

Tuning forks may be required for rehearsals and students may be tested daily on the use of this instrument. The use of a tuning fork enables the student to gain pitches on their own and helps them to sight read on a higher level.

A student may be removed from and/or restricted from performing with the Concert Choir at any time during the year if he/she is not in good standing with the Directors or if the student does not maintain adequate grades and does not maintain participation expectations.

Attendance is required at all rehearsals (morning, afternoon, evening, and sectional) and performances. The only acceptable excuses for missing a rehearsal are: personal illness, death in the family, out-of-town trips with parents and other reasonable excuses that are discussed in advance with the director. All of these reasons must be excused by the attendance office. It is the responsibility of the student to arrange transportation to and from rehearsals and performances. A student arriving late to rehearsal or performance will be reflected in the test grade that is given for that event. All singers are required to be at rehearsal/performances on time.

The performances are the culmination of many hours of hard work and dedication by many people and correspond directly to performance standards. Therefore, please notify the director

before the performance or furnish a note from your doctor in case of illness. Performances are the bulk of your semester grade. If a student is absent for any reason from a performance, an alternate exam will be given to the student.

**Use of Cell Phones/Electronic Devices:**

Although the Long Beach School District permits the use of cell phones/electronic devices in the class room, all choral directors for Long Beach High School strictly prohibit the use of cell phones, ipads or other electronic devices during the choral rehearsal. The use of cell phones/electronic devices will result in disciplinary action.

## Use and Care of Choral Music

**The provided music is the property of Long Beach High School Choir.** Do not fold, tear, or make excessive marks on music. Do not write in ink, **use only pencil.** Students are required to supply a black, 3-ring folder and pencil. No music should be found on the floor. If you need a song replaced, please notify the officers. If you lose or destroy music you will be charged \$30.00 for replacement.

## Concert Attire:

Each choir member is required to purchase the appropriate concert attire. Students who are not in complete uniform at a performance will not sing. ***Students' attire that is not clean and pressed will not perform.***

Uniforms should be clean and pressed for each performance. Uniforms must be complete in order to perform at a concert: MEN: black tux, **black shoes and socks**, studs/cufflinks, cummerbund, bow tie. WOMEN: black dress, **black shoes and hose**, pearl earrings and pearl necklace. Remember that when you are in uniform you are representative of LBHS, the choral department, and community of Long Beach. If a student is financially unable to purchase his/her uniform, that student should discuss this matter with the director in private.

## Travel Policies:

A detailed travel itinerary and procedure list will be published for each trip. It is important that these instructions be followed so the choir can move safely, quickly, and efficiently. The parent or guardian of each student will be expected to complete an “Emergency Treatment Authorization and Release Form” and have it notarized. Students **will not** travel without this form.

Students are asked to be careful and safe. If an accident, injury, or illness occurs, the chaperone in charge should be notified immediately. The chaperone in charge will then notify the director.

Chaperones or bus captains will be in charge of the bus. The bus captain or chaperone will be responsible for checking roll and maintaining good conduct. No bus will be permitted to depart a stop until the roll is checked and all buses check in with the director. No student shall leave the bus at a stopping place until notified by the director.

Whenever staying in a hotel, students should be considerate of other occupants, especially at night. Rooms should be kept neat and orderly and should also be left clean upon checkout. Care should be taken not to cause any damage in the rooms.

Students will be responsible for damage made to any room. All long distance telephone calls should be placed from the pay phones in the lobby. No student will charge a phone bill to his/her room. The director will set forth the curfew times and **no** student shall leave his/her room after the curfew time.

It should be noted that proper behavior is expected when on a school sponsored trip. The Long Beach High School handbook code of Student Conduct will be observed at all times. Undignified conduct may result in disciplinary action, suspension from school or choir, and/or dismissal from the choir.

Possession or use of alcohol, narcotics, or weapons of any type is strictly forbidden. The director of choral activities will notify the principal of LBHS and then follow all school board policies and procedures.

## Trip Reminders:

\*Chaperones and choir officers are to be obeyed and treated with the utmost courtesy and respect. Remember that they are delegates of the director. \*The complete uniform should be worn properly when in public. You are a representative of LBHS and the choir. \*Horseplay and screaming on the bus is prohibited. \*Upon arrival at a destination students should remain on the bus until instructed to unload by a choir officer or director. \*No eating or drinking on the bus except when designated by the director \*Students will receive itineraries for all trips. Students are responsible for knowing departure times and should be ready on time. \*All students must travel to and from performances on buses, not in personal cars. Any student who needs to depart a performance with his/her parent or guardian should submit a written request by the parent/guardian at **least three days prior** to the performance. \*Conduct of students in public eating places should be subdued and courteous. \*When staying in a hotel students may not visit rooms occupied by the opposite sex.



## Fundraising Activities:

Throughout the school year various fundraisers are scheduled. Every student involved in the choral program is required to participate in fundraising activities that support the LBCCA and the choral program. All money raised will be used to supplement the choral department. All students benefit in some way from these funds.

Other fundraisers during the year will be designated as individual student fundraisers. These events are planned to help the student pay for trips and will have specific guidelines to follow. These events will have a definite start and stop time that will be enforced. Participation in these fundraisers will be optional for students whose parents have chosen to pay for their child's entire trip expenses.

According to the bylaws that govern this organization, fund raised moneys may not be returned to the student for personal use. In the event a student does not use all of the money in his/her account, funds may be carried over to the next year or transferred to a family member.

### All outstanding balances that a student incurs must be paid in full before:

1. Auditioning for the Concert Choir --- upcoming year
2. Auditioning for all honor choir opportunities
3. Attending the Dinner Banquet and Awards Ceremony
4. Traveling with the choir on Tour

**Concert Setup/Takedown:** All students will help with the setup and takedown for all concerts. **No one** will leave performance venue until it is cleaner than when we arrived. Roll will be called once the performance venue is clean. **No one is permitted to leave until roll is called.**

## **Student Membership Contract:**

I have read and I understand the requirements and expectations set forth in the LBHS Choral Department handbook. I understand that for the success of the ensembles of the choral department, I must make every effort to attend all rehearsals and performances in the ensembles to which I am a member. Furthermore, I understand the behaviors that are expected of me as a member of this organization and will abide by the Code of Conduct as outlined in the handbook. I fully understand the requirements set forth by the directors and will make every effort to ensure the success of the choir/ensemble(s) in which I am involved.

\_\_\_\_\_ Student's Printed Name

\_\_\_\_\_ Student's Signature

\_\_\_\_\_ Date

## Transportation /Release of Liability:

I give permission to my child, \_\_\_\_\_ to accompany or participate in all of the Long Beach High School Choral Department activities. I understand that by my signature below, I waive all claims of liability in case of accident, illness, or occurrence against the Long Beach School System, its staff, and trip chaperones.

The person herein described has permission to engage in all prescribed activities. I also assure all responsibility, accountability, and liability, for any acts arising from the actions of my child. This permission includes the right to ride in a school bus or private vehicle.

In the event that I cannot be reached in an emergency, I hereby give permission to the physician selected by the teacher in charge, to hospitalize, secure proper anesthesia, or to order injection or surgery to my child.

\_\_\_\_\_ Parent or Legal Guardian (Print)

\_\_\_\_\_ Signature      \_\_\_\_\_ Date

Parent Phone Number (Required) \_\_\_\_\_

Parent Email Address (Required) \_\_\_\_\_

### **Person to contact if I cannot be reached in case of emergency:**

Name(Required): \_\_\_\_\_ Relationship(Required): \_\_\_\_\_

Phone(Required): \_\_\_\_\_

### **Permission to sing at area Church Services:**

I, \_\_\_\_\_, give my child, \_\_\_\_\_

permission to perform with the Long Beach Choral Department on occasional morning or evening church services.

**Permission for Student to Appear on Choir Website:**

I, \_\_\_\_\_, give my child, \_\_\_\_\_

permission to have his/her name and picture on the choir’s website.  
The choir website is [www.longbeachconcertchoir.org](http://www.longbeachconcertchoir.org)

**Parent Acknowledgment:**

As parent/legal guardian of a LBHS choir member I understand and concur with the student membership requirements and standards outlined in this handbook.

\_\_\_\_\_ Parent or Legal Guardian (Print)

\_\_\_\_\_ Signature      \_\_\_\_\_ Date