

Dear Parents and Students of Young Junior High Choral Program:

Welcome to the Young JHS Choral Department. We are pleased to have the opportunity to work with each of you and hope that this year will be one of enjoyment and musical excellence.

Music is a vital part of our lives. Your student has chosen to belong to an organization whose main goal is to deepen their appreciation for all types of music through the study of music reading, music literature, music history and music performance. In keeping with the long-standing tradition of excellence, we are pleased to offer a choral music program at Young JHS that will ensure that your student will receive experience in all of these areas.

This handbook is designed to acquaint you with the choral program and to help answer as many questions as possible. As the year progresses, any additions or changes will be provided to you via the students.

Cooperation from ALL involved provides for a successful program as active as ours. The support and ongoing involvement of every parent is an invaluable asset for both students and directors.

It is with pleasure and pride that we present this Choral Handbook to answer most of your questions and to inform you of the goals, expectations, calendar dates, etc... Please read the Handbook and return the "contract" with parent/guardian and student signatures. With your support and participation, we can offer your student a quality music experience.

With effort, commitment and enthusiasm, we look forward to a year of continued excellence. If we can be of assistance, please call at 682-867-3400. Our e-mail addresses are cjones5@aisd.net or ddaniel1@aisd.net. We encourage you to use this form of communication as well!

Again, thanks for the opportunity to work with this wonderful group of students!

Sincerely,

Christine Jones
Director of Choirs
Young Junior High School

Keith Daniel
Director of Choirs
Young Junior High School

Welcome to the Young Junior High School Choral Department...

TRADITION OF CHORAL EXCELLENCE



CONCERT EXPECTATIONS

One aspect of the music education that you will receive is learning appropriate etiquette as an audience member or performer in a “formal” concert setting such as our Fall, Winter, and Spring concerts. These standards of concert etiquette should be displayed by persons of any age. Specific expectations will be addressed prior to each performance opportunity, but in general:

- If you arrive late to a concert, wait until the choir’s performance is complete and the audience is clapping before finding your seat.
- Once in your seat, plan to stay for the full length of the concert. Movement of people during a performance is very distracting for the singers and audience members alike. This is a matter of simple courtesy and respect.
- Never talk, whisper, sing along, play with any item, etc during a choir’s performance.
- The ONLY acceptable response to a performance is applause. Never holler, whistle, wave, etc following a performance.

GRADING POLICY

Your students six weeks grade is computed in the following manner:

25%	Technique (grades given weekly)
25%	Participation (grades given weekly)
10%	Classwork
10%	Tests
30%	Performance

CALENDAR OF EVENTS

We would like to call to your attention to the calendar of events, which you will find towards the back of this handbook. All of our choir events and each choir’s obligation to that particular event are listed.

Our three major concerts (fall, winter and spring) are curricular events. This simply means that they are required as a part of our curriculum. Therefore, **attendance is required by ALL choir members**. Failure to attend one of these concerts will result in a zero for a concert grade. Excused absences will require the same criteria as an excused absence from school -- personal illness and absence from the regular school day, death in the family, or family emergency -- cleared with the director prior to the event, when possible. Excuses for absence or tardiness should be submitted in writing or by phone by the parent directly to the director.

Some events are considered extra-curricular and are provided to enhance the standard curriculum. Participation will be governed by the student’s eligibility status and director approval. If eligible, students are required to attend the UIL events. All other extra-curricular events have optional attendance, but students must be eligible to participate. **Please note: participation in extra-curricular events is a privilege, not a right. Eligibility to participate in such events is at the discretion of the director(s), district and campus policies, and the laws of the state of Texas.**

Extra-Curricular events include but are not limited to:

- a contest (individual or group)
- an event with an admission charge
- activities which utilize school transportation
- social activities

To participate in an extra-curricular event, students must be eligible for the six weeks in which the event occurs. If a student fails one or more classes in a six weeks reporting period (determined by the grade on the report card), he/she becomes in-eligible for the following six weeks. However, a student can become eligible at the mid-six weeks reporting period (effective the Friday of the fourth week) if all seven classes are at a passing (70 and higher) level. This is confusing (to say the least!!!)...please feel free to call with questions as they arise!

Ending times of an event will be published in the detailed information that is sent home prior to each activity. Parents, please make arrangements to have your student picked up at the appointed time. If a student is not met within a reasonable time following, appropriate action will be taken.

OFFICERS

Student leadership is invaluable in the classroom. Officers will be elected or appointed in each class. All classes will elect two Student Assistants. There will also be one Historian for each choir period in the department.

UNIFORMS

- Ladies: Black poly/satin dresses will be provided. You may need to adjust the hem lengths...DO THAT EARLY!!! You must also have black "dress" shoes to wear with your choir dress. Choose something comfortable yet, nice looking. Absolutely no flip-flops or tennis shoes!
- Men: Tuxedo shirts, black tuxedo vests and shirt studs are provided. You will need your own pair of black dress slacks, black dress shoes and black socks. We have a great source for your black dress slacks at a very reasonable cost (\$25.00). Please look for the order information later in this hand-book. Please, NO TENNIS SHOES of any style, for performances...
- Fees: A rental/maintenance fee is required from each student and is due by Friday, September 2nd. The rental for all students is \$17.00. If this creates a hardship on anyone, please send a note or give us a phone call...we will work something out!!!
- Fitting: We will begin fitting for and distributing uniforms the first or second week, during class. This will allow enough time to have alterations, hemming and the possible addition of new uniforms.

Please note: Uniforms must be professionally dry-cleaned before they are returned, or there will be a \$10 fee assessed.

T-SHIRTS

We have a department t-shirt that will be available for purchase for \$10. To help with costs, we use the same shirt design every year. If you purchased one last year, or have an older sibling who had one, you are welcome to use it instead of purchasing a new one. Students who go to the Ranger game will be required to wear a Young Choir shirt. Concert Choir members (4th and 6th Period students) will also be required to wear a Young Choir shirt for several different events.

FUND RAISING

Maybe the two most dreaded words...but extremely necessary for a successful organization to exist! Money raised will supplement our choir budget and to help defray costs of uniforms, concerts and social events. Students are not required to participate in the project, but are certainly encouraged to do so! We have an exciting prize program for all participating students. We have implemented a program that has proven to be very successful and generates a high margin of profit (no "middle man"...we take care of everything!). We will be selling **Eagle Express Cards** again this year and will kick-off our program in a few weeks!

PRIVATE STUDY

It is the goal of The Young Junior High School Choral Department 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 voice teacher. This enrichment opportunity is available to all choir students and is optional, however there are a limited number of class lesson openings available. Enrollment will be handled on a "first come, first served" basis.

The private lesson program serves a two-fold purpose. It allows interested musicians to receive additional help in their musical training. Secondly, this individual attention generally improves the performance level of the individual student and also has a positive effect on the choir in which the student participates. Credit for the successes that our choir students have individually and collectively achieved is attributed in part to the private lesson program.

You may wonder if you should take voice lessons. We encourage ALL of our students to take lessons for many reasons. Here are just a few:

- if you're an advanced singer and you want to further your abilities
- if you're a weaker singer and you want to get better
- if you're going to All-City auditions, All-Region auditions or Solo and Ensemble Contest (however, you may participate without being in private voice)
- if you want to sing a solo anywhere, anyplace, anytime!
- if you're a guy and your voice is changing and you want some vocal help through that transition
- if you want to be an "extra strong" choir member
- if you think it sounds like fun!!!

Lessons are 25 minutes and are scheduled before school, after school and during the class period. Lessons are \$16.00 and are given once a week. Applications for enrollment in the AMEP (Arlington Music Enrichment Program) are included in this packet.

Payment for lessons is due on the first lesson of each month. If payment has not been received by the 10th of the month, lessons will be suspended until payment is made.

Participation in private voice study is an on-going commitment. Private study should not be used just to prepare for an individual contest or performance, but rather a year long commitment to see consistent benefit as your voice matures.

The continued success of this program depends on the proper support of private teachers, directors, students, and parents. Most of the questions that you and your parents may have regarding private lessons will be answered in the guidelines below. We hope that as many choir students as possible will take advantage of this enrichment opportunity.

Student Responsibilities

1. Prepare every lesson thoroughly.
2. Always bring all lesson music and materials to the lesson.
3. Always notify the teacher 24 hours in advance if you must be absent from a lesson.
4. Begin each lesson with an attitude conducive to learning and to follow directions.

Parent Responsibilities

1. Assist your student in having the necessary music and materials.
2. Identify the best time for practice and encourage consistent adherence to that time.
3. Insist that regular practice routine is followed. For example, a practice session should begin with technical warm-ups, followed by solo material and music from choir class.
4. As an expression of interest, periodically observe the practice session.
5. Compliment your student for good work, faithfulness in practice, and any other worthy accomplishments.
6. Attend your student's performances.
7. Have a clear understanding of the progress being made by your student. Some students will mature vocally earlier than others. Contact the voice teacher if you have questions or are concerned.
8. Contact the director if you have any questions, need assistance, or are concerned about your student's progress.



YOUNG JUNIOR HIGH SCHOOL EAGLE PRIDE PLAN & CHORAL DEPARTMENT EXPECTATIONS

I. Classroom Rules and Expectations

1. Speak, act and treat others and property with respect.
Including, but not limited to:
 - Respect others in the same manner that you would like to be given.
 - Keep hands, feet and all objects to yourself.
 - Get permission to play the piano, use the phone, or use any equipment.
 - Throughout the year, you will be given music. To avoid any fines to pay for the cost of music, please take care of your music and return it on time. You may make markings in the music in pencil. If you lose your music, you will be fined for the cost of the music.

2. Be prepared each day with your assigned folder, music and a pencil.
 - You must be in your assigned seat with your supplies before the bell begins to ring to avoid being counted tardy.
 - Backpacks are not allowed in the classroom by school policy. We strictly enforce that rule in the Choir Room.

3. No student shall interfere with the teaching or learning process.
Examples of “interference” would include, but are not limited to:
 - talking without permission
 - grooming (combing hair, applying make-up)
 - spraying perfumes/colognes or applying lotions and creams
 - rocking in chairs (not using all four legs)
 - making any kind of physical contact with another person
 - curling, tearing or in any way, destroying music or folders

4. No gum, candy, food, or drinks.
EVER!!!

5. Adhere to school dress code at all times.
Including, but not limited to directions concerning:
 - no bare midriffs, low-cut blouses, or sagging
 - heavy coats in the classroom...lightweight jackets and sweaters are allowed!
 - wearing shoes at all times in the Choir Room

6. Follow all directions as given, the first time
Including, but not limited to directions about:
 - posture
 - rehearsal participation
 - behavior
 - excessive talking
 - attitude
 - and respect of others

Consequences

1st Offense - verbal warning

2nd Offense - teacher conference after class

3rd Offense - 15 minute detention; parent contact (written)

4th Offense - 30 minute detention; parent contact (phone)

5th Offense - Office Referral

Severe Clause - Immediate Office Referral

Rewards

1. Verbal praise
2. Class and individual rewards
3. Continued success in the Young Junior High Choral Department

II. Gum/Candy/Food/Drink

Individual consumption of gum, candy, food, or drink anywhere in the building is against Young Junior High School policy.

1st/2nd Offense – Teacher conference after class, 5 points deducted from citizenship per offense

3rd/4th Offense – Detention, 5 points deducted from citizenship per offense

5th+ Offense – Office Referral, 5 points deducted from citizenship per offense

III. Tardies

Tardies are cumulative for the semester. The consequences for tardies will be as follows:

1st Offense - verbal warning

2nd Offense - teacher conference after class

3rd Offense - Office Referral

5th Offense - Office Referral

7th+ Offense - Office Referral

2011-2012 Choir Calendar

9/2	Forms and Fees Due	All Students, Required	YJH	During Class
9/9	Ranger Game	Interested Students	Ballpark in Arlington	5:15pm - 10:15pm
9/16	Eagle Express Kick-Off	Participating Students	YJH	During Class
9/30	Eagle Express Turn-In	Participating Students	YJH	During Class
10/3	All City Auditions	Interested Students	Nichols JH	Evening, TBA
10/6	Fall Concert	All Students, Required	Martin HS	7:00pm
10/14	All Region Auditions	Interested Sopranos	Smithfield MS	Evening, TBA
10/15	All Region Auditions	Interested Altos, Tenors, & Basses	Smithfield MS	Daytime, TBA
10/17	Arlington Master Chorale Concert	Concert Choir	St. Maria Goretti	5:00pm-9:30pm
11/4	Eagle Express Grapevine Mills Mall Trip	Students who sell 5+ cards	Grapevine Mills Mall	5:00pm-9:30pm
11/12	All Region Clinic and Concert	Selected Students	Martin HS	Daytime, TBA
11/29	Barnes and Noble Performance	Show Choir	Parks Mall	Evening, TBA
12/1	Martin Cluster Dinner Theater	Show Choir	FBC Arlington	Evening, TBA
12/2	Martin Cluster Dinner Theater	Show Choir	FBC Arlington	Evening, TBA
12/8	Winter Concert	All Students, Required	Martin HS	7:00pm
12/9	Concert Choir Holiday Tour	Concert Choir	Various Locations	Daytime, TBA
12/15	Voice Recital	Private Voice Students	Young JH	6:00pm
12/16	Show Choir Holiday Tour	Show Choir	Various Locations	Afternoon/Evening TBA
1/20	Cluster Rehearsal	Concert Choir	Martin HS	Evening, TBA
1/21	Cluster Concerts	Concert Choir	Martin HS	Afternoon, TBA
2/2	Voice Recital	Private Voice Students	Young JH	6:00pm
2/4	Solo Contest	Interested Students	Gunn JH	Daytime, TBA
2/17	High School Show Choir Showcase	Interested Students	Bowie HS	Evening, TBA
2/29	MS/JH National Conference Performance	Concert Choir	Dallas, TX	TBA
3/20	Pre-UIL	Eligible Students	Martin HS	Evening, TBA
4/3	UIL Concert and Sightreading	Eligible Students	Lamar HS	Daytime, TBA
4/4	UIL Concert and Sightreading	Eligible Students	Lamar HS	Daytime, TBA
4/18-19	Eagle Idol Auditions	Interested Students	Young JH	After School
5/1	8th Grade Solo Auditions	Interested Students	Young JH	4:00pm-5:00pm
5/9	Eagle Idol Dress Rehearsal	Selected Students	Young JH	4:00pm-6:00pm
5/11	Eagle Idol	Selected Students	Young JH	6:00pm
5/18	Spring Concert and Awards	All Students, Required	Arlington HS	7:00pm
5/19	Choir Banquet, Awards, and Dance	Interested Students	Young JH	Evening, TBA
5/22	Show Choir Auditions	Interested Students	Young JH	Before/After School
5/23	Show Choir Auditions	Interested Students	Young JH	Before/After School
5/24	Show Choir Auditions	Interested Students	Young JH	Before/After School
5/24	Voice Recital	Private Voice Students	Young JH	6:00pm

Charms

www.charmsoffice.com

Charms is a website that helps us and you (the parent) keep track of student records and needs for Choir.

You can check:

1. Forms turned in
2. Money turned in
3. Calendar dates
4. Check for news updates
5. Email us for questions.

How to log in:

1. Go to www.charmsoffice.com
2. Highlight "Enter" in the upper right hand corner and select "Parent/Student/Members"
3. The School Code is: **youngjhchoir** (one word)
4. The student password is your **STUDENT ID #**

We ask that you log in and fill out your personal information so we can contact you about upcoming events, chaperone opportunities, and more. If you try to log in and it doesn't work, just email or call us and we will get it fixed right away. Please help us out and fill out your information as soon as possible. We hope to use this tool as a better way to communicate with our students and their parents.

FORMS! FORMS! FORMS!

The following pages of the Choral Department Handbook include forms to be completed and returned to us. These forms include:

- ♪ Forms and Fees Checklist (Required)
- ♪ Permission to Travel (Required)
- ♪ Medical Authorization (Required)
- ♪ Contract and Volunteer Info Page (Required)
- ♪ Contact Information Page (Required)
- ♪ Voice Lesson Application (Optional)
- ♪ Ranger Game (Optional)

While this will require some of your time now, this should take care of the "multiple-use forms" for the entire year! We will keep all of these on file and pull them for use as needed. We appreciate your time and prompt attention to this matter...please return all required and optional forms by Friday, September 2nd! Thank you!

REQUIRED

YJH CHORAL DEPARTMENT Forms & Fees Checklist and Payment Deadline: Friday, September 2nd

STUDENT NAME _____ **PER.** _____
(last name, first name)

Optional Purchases

- Department Spirit-wear T-Shirt _____ @ \$10.00 each = _____

			(qty)				
Shirt	YL	S	M	L	XL	XXL	
Additional Shirt	YL	S	M	L	XL	XXL	
- Fall Music Mixer (Ranger Game) @ 13.00 each = _____
- Black Dress Slacks (boys only!) @ \$25.00 each = _____

Required Fees

- Uniform Rental Fee @ \$17.00 = _____

TOTAL PAID = _____

(Cash, Money Order or Check payable to Young Choir...)

Optional Forms

- AMEP Private Lesson Application with initial payment of \$64.00 (for lessons through September) payable to Linda Ice
- Fall Music Mixer (Ranger Game) Reservation Form

Required Forms

- Choral Department "Contract" and "Volunteer Info." Page
- AISD Permission to Travel
- AISD Medical Authorization

REQUIRED

CONTRACT and VOLUNTEER INFO Page

Students: please return this page by September 2nd ...thanks in advance!

"I have reviewed the schedule of events and responsibilities of Young Junior High School Choir members and am willing to participate and support the program in every way I can. In addition, I understand the consequences/rewards for my actions while participating in class or any choral department activity."

Student Name (please print)

Parent/Guardian Name

Student's Signature

Parent/Guardian Signature

How can I help???

And **YES!** We do need your help! Without your participation, some of our events will have to be cancelled. Knowing that Junior High may be a time where you want to allow your students to "spread their wings" a bit, some parents shy away from saying they will help with these extra responsibilities. **However, we do need you...!!!** The more of you that volunteer, the fewer times we will have to ask! Thank you in advance for your willingness... ☺

District policy requires that all volunteers working with our students have a criminal background check. Some of you have likely submitted your application at registration. **If you have not, we encourage you to submit an application online at www.AISD.net at this time if you think you would like to help in some way.** Approval can take anywhere from 2 to 4 weeks to complete. Don't delay!!!

Please check the statement(s) below that best apply:

- I am available during the school day to volunteer.
- I am available on nights and weekend to volunteer.
- I can help any time!!!!!!
- My schedule is varied, but please contact me and I'll help if possible.
- I am unable to volunteer this year.

Please be on the lookout for emails requesting help and reply as soon as possible with your availability!

Volunteer Name(s): _____

Email(s): _____

Home Phone #: _____ Work Phone #: _____

Cell Phone #: _____

_____ *"I have already submitted an AISD volunteer form for the 2011-2012 school year.*

REQUIRED

ARLINGTON INDEPENDENT SCHOOL DISTRICT MEDICAL AUTHORIZATION

To: Any Physician, Hospital or Other Health Care Provider:

Concerning: _____
Student Name (printed)

We, the undersigned, represent and warrant that we are the parents or legal guardians of the above named student, a minor child and we do hereby give

Christine Jones and Keith Daniel

of the Arlington Independent School District, the power to consent to any and all medical and / or health care which he / she deems necessary in an emergency while said child is in his custody and control while on a district sponsored trip.

Print Name of Parent or Legal Guardian

Signature of Parent or Legal Guardian

Date Signed _____

Additional Information

Home Phone: _____ Work _____

Cell Phone: _____

Insurance Company: _____

Insurance Company Phone: _____

Policy Number: _____

Pertinent Medical Information (diabetes, asthma, heart disease, etc.): _____

Medications: _____

Medical Allergies: _____

Family Doctor: _____ Phone: _____

Other Contact In Emergency: _____

It will be the responsibility of the parent to notify the school of any changes in the above information.

REQUIRED

ARLINGTON INDEPENDENT SCHOOL DISTRICT PERMISSION TO TRAVEL

To: Parents/Legal Guardian of _____
Student Name _____ Choir Period _____

I give my permission for the above student of the Arlington Independent School District to attend the following district approved trips this school year:

Description of Trip	Date	Means of Transportation
Fine Arts Social – Ballpark in Arlington	09/09/2011	School Bus
St. Maria Goretti (Concert Choir)	10/17/2011	School Bus
Grapevine Mills Mall (for eligible EE Fund-Raisers)	11/04/2011	School Bus
All Region Lunch (Region Choir Members)	11/12/2011	School Bus
Show Choir Dinner Theater (SC Members)	12/01/2011	School Bus
Show Choir Dinner Theater (SC Members)	12/02/2011	School Bus
Elementary Holiday Tour (Concert Choir)	12/09/2011	Charter Bus
Show Choir Holiday Tour (Show Choir)	12/16/2011	Charter Bus
MS/JH National Conference (Concert Choir)	02/29/2012	Charter Bus
UIL Concert & Sightreading Contest (eligible students)	04/03/2012	School Bus
UIL Concert & Sightreading Contest (eligible students)	04/04/2012	School Bus

Please note that all students may not be participating at all of the listed dates & trips see the choir calendar for detailed information.

The supervising sponsors for the trip(s) listed above are **Christi Jones and/or Keith Daniel**

The local board policies governing student conduct and discipline applicable to all students on all district approved trips and the behavior of all participating students is expected to conform to the standards set forth in such policies. All violations of such code of conduct by any student shall be reported to the principal.

Signature of Parent / Guardian _____ Date _____

Persons to Contact in Case of Emergency:

1. _____
Name Telephone #

2. _____
Name Telephone #

Special information or needs

REQUIRED

Name (first, middle, last)	
Student ID Number	
Address	
City, St Zip	
Home Phone	
Cell Phone	
Cell Company	
E-mail	
Grade	
Birthdate	
Adult 1 Information	
Adult Name (first last)	
Address	
City, St Zip	
Work Phone	
Home Phone	
Cell Phone	
Cell Company	
E-mail	
E-mail 2	
Relation	
Occupation	
Adult 2 Information	
Adult Name (first last)	
Address	
City, St Zip	
Work Phone	
Home Phone	
Cell Phone	
Cell Company	
E-mail	
E-mail 2	
Relation	
Occupation	

OPTIONAL

ARLINGTON MUSIC ENRICHMENT PROGRAM REGISTRATION FOR MUSIC ENRICHMENT INSTRUCTION

The Arlington Music Enrichment Program offers individual instruction to students who are enrolled in their vocal music programs. A copy of the Arlington music Enrichment Program General Information is included in this handbook. Please read the information carefully before enrolling your child and then, keep it for future reference. If you have any questions, please contact either Mrs. Jones or Mr. Daniel at 682-867-3400 or at cjones5@aisd.net or ddaniel1@aisd.net

Please return this registration form, along with a check (\$64) for your pledge for the first month's lessons. **Checks are made payable to Linda Ice.** Students will be scheduled on a first come/first served basis. So, please do not delay!

In order to continue participation in this program, students are expected to apply themselves, to maintain good attendance, and to be prepared for each lesson.

Student's Legal Name (print)

Grade

Choir Period

Mailing Address

City/Zip

Parent's E-mail

Home Telephone

Parent Work Phone

Parent Cell Phone

Lesson time preference: Rank 1 or 2

During Choir Period _____ Before School _____

Request Scholarship Info? Yes No

I have read and I understand the policies concerning the Arlington Music Enrichment Program.

Parent/Guardian Name (please print)

Parent/Guardian Signature

(To be filled out by the Director)

Name of Instructor

Campus

Signature of Music Director

Scholarship awarded

OPTIONAL

Young Junior High Fall Music Mixer



Take Me Out to the Ballpark!

Texas Rangers vs. Oakland Athletics

Friday, September 9th

\$13.00 includes ticket and transportation

Meet at YJH - 5:45pm

Depart for Ballpark – 6:00pm

Game time - 7:05pm

Arrive back at YJH - 10:15pm

Space is limited!

All reservations must be turned in by September 2nd!

.....
(Please return this portion to make your reservation)

Student name: _____

"I accept the responsibility of having my student picked up at Young Junior High by 10:15pm."

Parent signature: _____

Please check here if you want to be a chaperone!

(You must already be an approved AISD volunteer – if not, we encourage you to go to www.aisd.net and fill out a volunteer application for future activities)

Parent name: _____ Phone: _____

Email: _____

Student Cell Phone Number: _____