



Anoka High School Choral Handbook

2017-2018

Michelle Hayes, Director

Introduction to: Choral Program Anoka High School

Michelle Hayes, Director

Welcome to the choral program of Anoka High School. This booklet contains some information that will be of interest to you. **Concert dates, performance attire, grading policies, lettering procedures, curriculum, fundraising,** and other information are addressed. I invite you to read through this and if you have any questions, please feel free to contact me at school. I will be happy to visit with you.

Choir students are in class everyday for about 68 minutes. I am excited to be able to provide a broad curriculum which explores a wide variety of musical experiences beyond that of performance. The curriculum includes, but is not limited to, music theory, ear training, music of other cultures, musical theater, opera, folk music, musical periods, composers, composition, etc. All of this curriculum is aligned with State and National standards for music education. Some of these pieces will also be delivered as district common assessments.

I want our classes to be fun and create a healthy environment for students to learn. I want them to possess vocal skills as well as knowledge both of the singing process and of a wide variety of choral literature. I also want the students to appreciate how and why music is so important in our society and how it has developed through the ages. I am excited about my job, passionate about choral music and performing, and sincerely hope your students will learn and share my enthusiasm for this art.

After you have read through this booklet, **there is a form at the back for you to sign and return to me at school.** This is my way of knowing that this information reached home. I also ask that you mark the concert dates on your calendar, then come and enjoy the music your students are making. I think you will be impressed with their performances and hope you enjoy them as well. Invite your relatives and friends also. It is extremely motivating to have people you know in the audience lending support to your efforts.

To reach me by phone or e-mail, use the following number or address. I do have voice mail and will get back to you as soon as possible, but e-mail works best for me.

Michelle Hayes:

Choral Director 763-506-6320 Michelle.Hayes@ahschools.us

Choir Concert Attendance Policy

Concerts are an extension of classroom activities. They are used to put closure on a particular unit and allow students the opportunity to demonstrate their newly acquired skills and knowledge of specific subject matter. Concerts count as a part of the students' grade, much like a final exam in another class. Therefore, **students are expected to be at all concerts in which their choir performs.** There are always exceptions and we deal with them on an individual basis. Concert absences are placed into three categories using the following guidelines:

- I. School Conflicts:** If a student is a direct participant in another AHS activity on the night of a choral concert, the student is allowed to make the choice as to where he/she will go. **The student must inform me in writing prior to the concert date.** It should also be noted that performances take precedence over practices. For example, a choir concert would have priority over a football practice and likewise, a football game would take precedence over a music rehearsal. In this instance, the absence is excused and no make-up work is required. We have also worked out an agreement with the athletic department regarding music contests and athletic events. A regional music contest takes precedence over a regular season athletic event. A conference or tournament athletic appearance takes precedence over a regular concert. *This policy exists because we feel that since ANOKA HIGH SCHOOL created the conflict, the student should not suffer consequences in another activity.*
- II. Excused Absences:** Some family situations, illness, and other emergencies are dealt with on an individual basis. It is important that students inform their director of an absence in advance if that is possible. We also ask that social family outings such as birthday parties, etc. be worked around our concert dates. It is often possible to have a party after a concert or on another day. Since we have so few performances during the year, it is vitally important that we have all singers in attendance. In the event the absence is ruled excused, appropriate make-up work will be assigned. Once the work is turned in, the requirement for that performance is met.
- III. Unexcused Absences:** Sometimes, there are students who do not come to a performance and have not talked to their director in advance. When asked about their absence, they may use the excuse they had to work, couldn't find a ride, had to babysit siblings, etc. That is labeled as an unexcused absence and it is recorded as a "0" in the grade book for that portion of their trimester grade. There is no opportunity to make-up an unexcused absence. Because you are notified of concert dates in September, jobs will not be considered as an excuse to miss a concert. You have been given ample advance notice to arrange to take the appropriate time off from work, make plans for getting a ride to and from the concert and for families to arrange for childcare, or any additional comparable situations. As always, there are special circumstances and I will deal with those on an individual basis.

In all cases, the director has the final say as to how absences will be labeled and how the grading procedure will be handled. If you know of an upcoming conflict, please contact me as soon as possible. I prefer to have a dialogue before a conflict occurs rather than after.

Concert Attire

Each student is responsible for obtaining the required performance attire. If you have questions or concerns, please feel free to contact me and I can help you.

Concert Choir – (period one)

Concert Choir students (period one) will be assigned a maroon robe and stole. It is the student's responsibility to store and care for the robe and stole at home. Students should not eat or drink anything other than water while wearing the robe. In addition, the robe must be hung up after each performance to keep it free from wrinkles.

Men – beneath the robe men will wear **Solid Black Dress Pants, Black Dress Socks and Black Dress Shoes**. Men must wear full length black dress socks, not the ankle-height athletic socks. In addition, they should have a clean, plain white t-shirt to wear beneath the robe.

Women – women will need flesh colored nylons and black dress shoes (plain black flats, no heels, no decorations, closed-toe). Beneath their robe, they should wear form fitting clothes (i.e. tank tops and shorts / spandex).

Concert choir singers will also be required to purchase a t-shirt. We will wear this on many of our performance days and our tour. Cost is \$10 - \$15.

Cantamus Choir – (period two)

Cantamus choir (period two) wears black robes with white collars. Students will house their assigned robe at Anoka High School. Singers in Cantamus will need to buy skin colored nylons and black dress shoes (plain black flats, no heels, no decoration, closed-toe). Beneath their robe, they should wear form fitting clothes (i.e. tank tops and shorts / spandex). Outside of their robe – they will need to wear school appropriate attire.

Cantamus choir singers will also be required to purchase a t-shirt. We will wear this on many of our performance days and anytime we travel away from the building together.

Carillon and Men's Choir – (period three and four)

Men – Black dress pants, black dress socks, black dress shoes, solid colored long-sleeved dress shirt. Neutral tie – nothing brashy, no cartoon characters. No jeans or tennis shoes.

Women – Dress Clothes (preferably a skirt/dress – must cover the knees). Tops can be any color – preferably pretty, feminine and conservative. Please choose something with a high neckline and midriff must be covered. Bare shoulders are not allowed. If your dress or blouse is sleeveless, you must wear a jacket or sweater over it to cover your arms. No leggings, jeans, or tennis shoes – thank you!

During Performance - All women are expected to wear neutral make-up – NO EXTREMES! In addition, hair must be pulled away from the face with a bobby pin or small clip. Please, no ribbons colored accessories, bows, flowers, etc. The goal is to look as uniform as possible on the stage.

Grading System:

Vocal Music Program-Anoka High School

Michelle Hayes, Director

All students interested in singing in a choir are placed in an ensemble that best meets their vocal and musical needs and abilities. In each choir, materials are selected to best enhance the development of the singers both as individuals and as ensemble members. Learner outcomes have been developed by the music staff and students will be evaluated on their demonstrated proficiency in each of the designated areas. It should be noted that a minimum of 50% of their total grade has to do with their ability to sing, read music. The grading system works as follows:

Each trimester, the instructor determines areas of proficiency on which students will be evaluated. They assign a percent of the final trimester grade to each proficiency unit. Students will be informed as to required proficiencies and their weight in each trimester's grade. It is intended that when students leave our choral program, they will have a greater appreciation for the art and will possess skills and knowledge to assist them in their future musical endeavors.

- I. Concert Attendance:** **20%-70% of Trimester Grade**
Concerts are an extension of our classroom activities, serving as final exams and students are expected to attend each performance. Students will arrive on time to all scheduled concerts (singer call-times are earlier than concert start times) and stay until the end of each event. Punctuality is stressed. Being late means missing the critical warm-up time together as a choir.
- II. Active Engagement:** **50%-60% of the Trimester Grade**
Students will participate during class at all times. Leadership, effort, attention, posture, making notes in music, and a positive attitude will be emphasized. Classroom attendance and attitude/participation will be counted in the trimester grade. It is important that students and parents understand that everything we do in choir is based on participation and learning as a group, with a healthy attitude. Classroom attendance is very important for individual growth as well as the ensemble as a whole. When a student misses a class period – we cannot reconstruct that rehearsal, it is simply a lost lesson for them. In addition, I appreciate the efforts my students and their families make to schedule appointments outside of the school time. Thank you!
- III. Written/Vocal Assessments:** **10%-30% of the Trimester Grade**
Written/vocal assessments will include but not be limited to: music theory, sight-reading voice tests, vowel sounds, ear training, language tests, solo/ensemble projects, note accuracy, memorization checks, etc. These checks may be individual or in small groups with each student receiving individual grades.
- IV. Common Summative Assessments:** **10%-20% of the Trimester Grade**
Common Summative Assessments (CSA's) were developed to meet State and National Standards for the Music Classroom. All five Anoka-Hennepin High School Choral Programs teach from the same curriculum and facilitate the CSA's.
- V. Classroom Assignments:** **10%-40% of the Trimester Grade**
Written assessments will include but not be limited to: performance listening evaluations, rhythmic/melodic dictation, music theory, concert and self evaluations. They will be used to assess writing skills as well as musical knowledge.

Students and parents are welcome to visit with me about their grades at any time during the trimester. If you have questions or concerns, please let me know and I will do all I can to help. Learning is fun and I hope to make it that way for all our students!

Anoka Choir Lettering Criteria

Lettering Philosophy:

The Anoka High School Choral program is structured around and operated on the premise that all of our activities grow out of the classroom experience. This lettering policy is designed to encourage, acknowledge, and reward comprehensive participation in vocal music offerings beyond the classroom opportunities. This policy also rewards students who support the choir program from behind the scenes by working on stage crews, as librarians, section leaders or providing other necessary help needed to run the program and its offerings. The benefits of this program are as follows:

- 1.) Students will be recognized and rewarded for participation in all aspects of the choral program.
- 2.) Students will be encouraged to participate in more than one activity in the choral program.
- 3.) Students will be able to work towards an accelerated level of achievement culminating with the “OUTSTANDING MUSICIAN” award granted to those who have demonstrated the highest level for participation and accomplishment.

WAYS TO EARN POINTS TOWARDS A CHOIR LETTER

7 TH Avenue Singers	10 points
Premiere	5-7 points
All State Choir	5 points
All-State Audition	1 point
All Conference Choir	4 points
ACDA 9-10 Honor Choir	2 point
Solo and Ensemble Contests	2 points for a solo: 1 point per ensemble
<i>(Maximum of 5 points per year for contest experience)</i>	
Musical Theater	2 points for a solo role
	1 point for an ensemble role
<i>(Maximum of 5 points per year for Musical Theatre)</i>	
School Performances	1 point per event
<i>(Maximum of 3 points per year with prior approval)</i>	
Accompanists	.5 points per piece accompanied
<i>(Maximum of 5 points per year for accompanist)</i>	
Section Leader	1 point per semester
Choir Officers	1 point per year
Work Crews	.5 points per event

To receive credit towards a letter for their participation in an event, students must fill out a **Lettering Points Request** form and submit it to their director for verification. Students will be given this opportunity during class time in the spring. I recommend students keep a running list of their activities until that time. All points are subject to the discretion of the instructor based on involvement of the participating student. Points will accumulate from year to year.

LEVELS OF AWARDS

15 POINTS FOR THE FIRST LETTER

30 POINTS FOR THE SECOND LETTER

45 POINTS FOR THE THIRD LETTER

60 POINTS FOR OUTSTANDING MUSICIAN AWARD

Anoka High School Choral Program

Activity Account

Each year the choral program has a number of fund raising activities designed to help students raise money for enrichment activities within the program. Field trips and major trips, are but a few examples of how students can use money they have earned.

Here is how it works. When a student participates in a fund raising activity, the money he/she earns goes into the choral activity account. **IT IS NOT THEIR MONEY!!** It belongs to Anoka High School since it was earned under the heading of Anoka High School. However, the effort in fundraising a student invests, will be reflected in the final cost due for choir enrichment activities that include expenses.

Students and parents can check in with me throughout the year if they have questions about where their child's fundraising participation stands

Examples of Fund Raising Activities the Choir has done in the past.

- 1) *Participating in CLUB's CHOICE* . This company sells wonderful goodies such as cookie dough, pizza and candy products which come in handy throughout the year.
- 2) *World'sFinest Chocolate Bars* – Students can sell boxes (60 count) of chocolate bars. Buy the box up front, sell candy for \$1 each bar and make 50% profit.
- 3) *Bake sales*. Each year, parents of choir students host a wonderful bake sale during our Holiday Concert. We hope you will participate!
- 4) *Concessions at High School Musicals*. (This year in January and May) In the past, we have sold coffee, punch, and cookies for our high school musicals. Students or parents who work earn money at the rate of about \$15-\$20 per evening. Students sign-up in the choir portable.
- 5) *Poinsettias/Holiday decorations*. This year we will work with Gerten's. Their product is very good and they are an outstanding company to work with. Look for order forms soon!
- 6) *Yankee Candle* – This will be our first year working with Yankee Candle! This has been a very successful fundraiser for other programs. Students can earn profit through online sales as well as door-to-door sales. Look for order forms soon as well!

Fund Raising usually is NOT a required part of the choral program. I do this to provide an opportunity to help many students raise funds so they can more easily participate in many of our enrichment opportunities.

Anoka Choirs

Performance Schedule

Please note these carefully and mark your home calendar dates on which your student will be involved in a concert. Please make every effort to see to it that your singer attends all performances in which they are involved. We cordially invite you, the parents, to attend both in support of your student/s and our choral music program. **If conflicts exist, please let me know as soon as possible.** Please see the CONCERT ATTENDANCE POLICY on page 2 of this booklet. Thank you!

<u>Day/Date</u>	<u>Time</u>	<u>Event</u>	<u>Location</u>	<u>Choirs Involved</u>
Mon October 9	7: 30 pm	Bethel Choral Festival	Bethel Univ.	Concert and Cantamus Choirs
Tues October 24	7:00 pm	Fall Concert	AHS	Cantamus, Carillon, Men's Choir
Tues Dec 5	7:00 am	Rehearsal	AHS	All Choirs
Thurs Dec 7	7:00 am	Rehearsal	AHS	All Choirs
Thurs Dec 7	3:00-6:00pm	Holiday Dress Rehearsal	AHS	All Choirs
Friday Dec 8	7:00 am	Rehearsal	AHS	All Choirs
Friday Dec 8	7:30pm	Holiday Concert	AHS	All Choirs
December 15-17		Seventh Ave Tour	North Dakota	Seventh Avenue Carolers
Mon February 5	7:00 pm	NWSC Festival Concert	AHS	Concert Choir, Band, Orch
Mon February 12	10:00am-6:30pm	NWSC Music Festival	Elk River HS	Concert Choir
Tues February 13	3:00pm-10:00pm	All-Conference Concert	Elk River HS	Select Students
Thurs February 1	7:30am-1:30pm	Treble Choir Festival	Blaine HS	Cantamus
February 18-20		Regional Tour	TBD	Concert Choir/ Women's Choir
Mon February 26	5:00pm-8:00pm	Sing Fling	AHS	All Choirs
March 7-17		Concert Choir Tour	England	Concert Choir
Sat March 24	All day	Solo and Ensemble	CRHS	Interested Students
Mon March 26	7:00pm	March Mid-Winter	AHS	All Choirs
Wed April 11	2:00pm-11:00pm	Men's Choir Festival	AHS	Men's Choir
Thurs, April 12	8:00am-2:00pm	State Lrg Grp Contest	AHS	Concert and Cantamus
Thursday, May 24	3:00pm-6:00 pm	Pops Concert Rehearsal	AHS	All Choirs
Thursday, May 24	7:00 pm	Pops Concert	AHS	All Choirs
Sunday, June 3	7:00 pm	Baccalaureate	AHS	Concert Choir
Monday, June 4	7:00 pm	Commencement	AHS	Selected Students

Anoka High School Choral Handbook Return Form

Please read through the handbook, sign this page and have your son/daughter return it to me. In efforts to improve our communication, I have requested your e-mail address. Please include this below if you have one.

“I have received the choral handbook, read through the material, and marked the concert dates on my calendar.”

“By signing this form, I also agree to allow my child(ren) to ride the school bus to all choral activities, curricular and co-curricular.”

Student Name _____ Phone Number _____

Parent/Guardian (signature) _____

Parent E-mail Address _____

Date _____

Throughout the year we have need of parental help for various projects such as working a reception following our Holiday Concert, serving pizza at our Pops Concert rehearsal, ushering or selling tickets at performances and assisting with fund raisers. If you would be willing to help, please sign below and give us your phone number. Life is busy, but would greatly appreciate any help we can get!

Name _____ Phone Number _____

I am especially interested in helping with:

___ Anything, just give a call

___ Hosting Receptions after Concerts

___ Fund Raisers

___ Chaperoning Field Trips

___ Selling Tickets or Ushering

Are you available during the day? Yes/No