

Campo Verde High School

Choral Department

2018-19 Handbook



Mr. Matthew Flora – Choir Director

matthew.flora@gilbertschools.net

480-545-3100 ext. 2323

CVHS Performing Arts Vision

Our vision contains certain virtues that we strive to instill in our students. We have looked for common themes that keep coming up in our classrooms and have built our vision around those themes. Our vision is also what we use as a guideline for decision-making in our classrooms and as a faculty.

C – Character R – Responsibility E – Excellence A – Artistry T – Teamwork E – Empowerment

Course Description

Choir classes are open to any student who desires to learn to sing and read musical notation. In all classes, the students will receive instruction in proper singing technique, posture, note and rhythm reading, tone, intonation, dynamics, and ensemble singing. Choir is also a class designed to help build self-esteem, cooperation, self-motivation, and life skills through the study of voice and group performance experience.

All students need to sing for Mr. Flora before placement in the choirs at Campo Verde High School. This is for Mr. Flora to properly place the students by ability and experience. The choirs available to students are Women's Chorale, Men's Chorale, Advanced Women's Chorale, Concert Choir, and Advanced Vocal Ensemble. Women's Chorale and Men's Chorale are open to any and all students without audition. Advanced Women's Chorale, Concert Choir, and Advanced Vocal Ensemble are open to students through audition and selection by Mr. Flora.

Course Objectives

- Demonstrate knowledge/skills in independent singing and knowledge of how to sing as a group.
- Be able to perform music individually and as a member of a group according to varying levels.
- Experience the feeling of success through individual and group efforts.
- Gain a higher appreciation for different music styles of music.

Concert Attire

Students will have an initial fitting for formal attire near the beginning of the school year. Students are provided formal attire by the school, but must maintain what they are given. This means the students must keep the items hung up and must hem their own garments. Part of being a choral ensemble requires the ensembles not only sing as one, but look as one. The only ensemble granted some freedom in their attire is Advanced Vocal for their jazz set.

Males: Students will be fitted for and issued tuxedo pants and jacket, cummerbund, and tie. Students must supply their own tuxedo shirt, black socks, and black dress shoes. Pants may need to be hemmed to fit the leg length for each male singer. **Male students are responsible for hemming their own pants and jacket sleeves.** There is to be no cutting of the fabric in this process.

Females: Students will be fitted for and issued a black concert skirt and white concert blouse or black dress depending on ensemble. Students must supply their own black stockings/socks and CLOSED-TOE dress shoes. **Female students are responsible for hemming their own skirts** to the appropriate length (1 inch from the ground), but they may NOT cut off any fabric from the bottom of the skirts to do so. The hem should be maintained through the entire school year. Dresses are not to be duct-taped and may result in the student/family purchasing the damaged dress.

All singers: Jewelry and fragrances (perfume/cologne) may NOT be worn during performances. The only exception is for earrings that do not hang past the ear lobe and for the Advanced Vocal jazz set of each concert. Hair must be out of the face for males and for females must be up and out of the face. We are to treat our performances as a formal event. As well, student hair color must be of a natural color for a concert, as the point of choral singing is to perform and look as an ensemble... No one performer should stick out.

Uniforms need to be maintained throughout the year. Students are urged to keep their attire hung up to avoid wrinkling of the fabric. The purpose of choral attire is to look formal and uniform during our concerts and festival performances. Formal attire left in the classroom following a concert will be returned to the uniform room or to lost and found in the school bookstore. It will be the responsibility of the student to arrange for a separate fitting and there is no guarantee that they will receive the same clothing as we share the uniforms with the band and orchestra programs.

The uniforms must be dry cleaned throughout and at the end of the school year before checking it in. School uniforms that are damaged or lost will be the sole financial responsibility of the student and parent. Students will need to attach the dry cleaning receipt to their uniform when turning it in at the end of the year.

Class Fees

While GPS contributes a large amount of capital and instructional funds to support our choir programs, there are some costs that must be subsidized by students. The choir class fee pays for such items as a choir t-shirt, sheet music, and festival registration fees. Class fees must be paid by the end of the first 4½ week grading period for each semester. If a family is unable to pay these fees by the deadline, please contact the director immediately to explore alternatives. The class fee is \$20 per semester for a total of \$40. **The choir fee is to be paid through the bookstore only. It cannot be paid via tax credit or through the choir boosters.** Please contact Diane Vaughn in the bookstore with any questions. Her email is diane.vaughn@gilbertschools.net or 480-545-3100, extension 2109.

Students will be given an estimate of funds required for the year for each ensemble. To help reduce these costs, we urge families to contact the Choir Parent Organization. Together, we can reduce costs for the students through effective fundraising and donation plans. Contact the CPO President, Melody Stuart, for more information at: stuartfive98@yahoo.com.

Fund Raising

Every student is expected to participate in planned fund-raising events. All parents are encouraged to get involved with the Choral Parent Organization in order to have a voice in the types of fund raising the choir will use. Our major fundraiser, every year, is our Holiday Dinner. It takes place in December at EVIT-Mesa. Mr. Flora will send out more information as the Holiday Dinner approaches. Students will be required to help set-up and tear down before being excused from this major event.

Grading Policies

Mr. Flora will update Infinite Campus every two weeks on Friday after school. Grading will be assessed based on the following:

- *GATSBI – Participation 20%*
 - G-Gum or food = 2 points per day
 - No food or gum is permitted in the classroom in order to preserve the cleanliness and order of the classroom
 - A-Absent = No points (used for hard-copy attendance)

- If a student has an unexcused absence, they will not receive their ten points for the day. You have to be at rehearsal/class to receive the information
- T-Tardy = 3 points per day, regardless of excused or unexcused
- S-Setup = 1 point per day
 - In their seat with music, folder, and pencil.
- B-Behavior = 2 points per day
 - Students receive points for remaining respectful and polite to their classmates, teachers, and visitors to the classroom.
- I-Involved/Engaged = 2 points per day
 - Students receive points for staying locked in, keeping their cell phone in their pocket, staying awake, and remaining engaged in rehearsal.
- Total of 10 possible points per day
- *Concerts/Performances – 40%*
 - Concerts make up such a high percentage of the student's grade due to the fact that choir is a group activity. An absence from a performance impacts the whole group. In addition, students work extremely hard bringing musical pieces up to a performance standard. For this reason, they deserve a chance to display their efforts and talents.
 - Included in this category is the dress of the student, the behavior of the student, and the performance of the student. If the student is not dressed according to the handbook, the student will have their grade lowered and could be held out of the concert. Students must maintain their choral uniform by keeping it wrinkle-free and hemmed to the correct length.
 - If it is not possible for the student to perform in the concert, contact from a parent/guardian is required in order for the student to be given a make-up excuse. In order for a student to be considered excused, it needs to be regarding family emergencies, illness, acts of God, etc... Failure to plan is not an excusable reason. Students are given calendar dates the first week of school in order to plan accordingly.
 - In cases such as emergencies or sudden illness where prior notification is impossible, a parent or guardian must contact Mr. Flora as soon as possible. The student will be given one week after the concert to turn in the assignment.
- *Part Checks – 20%*
 - Students will be tested every throughout the semester on a certain portions of their music. This grade could be an assessment of the students singing their part from a piece of music we are currently working on or checking markings specified by Mr. Flora. Singing part checks will be assessed through many different avenues like: part check by row, by section, or perhaps in trio or quartet. The part checks will be based on the piece in particular.
- *Performance Attendance - 10%*
 - Students must attend one performance per semester of the CVHS theatre production, CVHS band performance, or the CVHS orchestra performance during the year. The performing arts schedule will be posted for all students to plan out their concerts they attend. This is aligned with our vision of teamwork. Students cannot count performances in which they are a part.
 - Students need to get their concert program stamped at the end of the concert by Tri-M members in the lobby.
- *Midterm and Final Exam – 10%*

******Concert Choir, Advanced Vocal, and Advanced Women's Chorale students will need to remain eligible for all festivals per the AMEA guidelines. This means a student cannot perform at a festival with a grade of an "F" unless they have written permission from their teacher, if the festival takes place during the school day. After school events are at the director's, teacher's, and administrator's discretion.***

Course Expectations

General Guidelines

- All school rules will be enforced per the student handbook and GPS guidelines
 - Students will not be permitted to class without a pass
 - Students will not be permitted to wear hats in the buildings. Hats can still be worn outside while moving from class to class or while at lunch. This includes beanies, do rags, handkerchiefs, etc...
- Students are expected to cooperate with any adult involved with the choral program or CVHS
- All school property must be returned upon request
 - Students will be checked out a black choral folio, a uniform, and possibly other materials related to instruction. Any unreturned items could be charged to the student.
- Food, drinks, and gum are not permitted in the choir room (with the exception of a bottle of water).
 - Students are not permitted to have any outside drinks (except water) on campus. Students will be instructed to throw away drinks immediately.
- Students are expected to maintain appropriate conduct when it comes to social media. Negative, inappropriate, disrespectful or harassing posts on Facebook, Twitter, text message or any other form of social media are not acceptable.
- Students must attend ALL rehearsals, sectionals or other required events. Absences will result in running or removal from performance. Tardiness will not be accepted.
- Students are responsible for all equipment that is assigned to you. Treat this equipment with respect. If anything is being mistreated or lost, you will be financially responsible for the replacement.
- Students should avoid public displays of affection.
- Students should avoid profanity or any obscene gestures.
- Students involved in the Campo Verde Choral Program must hold themselves to a high standard of character and remain a positive member of the ensembles in which they participate

Behavior Plan – Students in the CVHS Choral Program are held accountable to the four basic guidelines:

- Be on time
 - Students will be referred to the office after their fifth unexcused tardy
- Be prepared for class
- Be engaged and focused on learning
- Be respectful to everyone

Per the district handbook, students are expected to keep their cell phones stowed in their backpacks or pockets and turned off during instructional time.

Attendance Expectations

Students will be held to the attendance expectations per the CVHS Administration and Gilbert Public Schools Governing Board and Administration. Policy JE-R

- Tardies
 - Students without a pass entering up to 10 minutes after the bell are tardy, unexcused.
 - The student will lose 3 points for a tardy and may be issued a 15-minute lunch or after-school detention in the choir room should continue to mount.
 - Students without a pass entering 10 minutes or more after the bell are considered absent, unexcused per the school attendance policy.

- Students with a pass from the office or teacher will be marked as present, unless otherwise noted.
- After three tardies, a call home will be placed to the parent/guardian.
- After five tardies, a call home will be placed and an attendance referral will be written for each tardy.
- Absences
 - Students without a pass entering 10 minutes or more after the bell are considered absent, unexcused.
 - A letter will be sent home following the 6th and 10th absence each semester.
 - Administration will meet with the student after the 8th absence and place the student on an attendance contract.

Bullying – It is the mission of CVHS to offer a safe environment for learning.

Definition: Bullying is the repeated act of intentionally inflicting physical harm and/or psychological distress on others (to include, but not limited to, fear, anxiety, psychological and emotional harm). Intimidation is intentional behavior which causes fear of injury or harm.

Any student who

- commits the act of bullying or intimidation
- intentionally files a false report
- or retaliates against another who has participated in any manner in an investigation, proceedings or hearing conducted in response to an investigation of bullying or intimidation will be subject to consequences in accordance with Policy JIC, including possible police involvement. Any of the above actions occurring: on district property; coming and going from school; at or near school bus stops; in district vehicles; off campus during the normal school day; including release periods; at school events on or off campus; or through the use of district property are covered under this policy.

Incidents involving health and safety or physical harm will be handled in accordance to policy JLCE, Health and Safety, and in conjunction with law enforcement agencies.

Students and others should report any incidents of bullying or intimidation to a district employee immediately. The district employee shall preserve the confidentiality of those involved, disclosing the incident only to the appropriate school administrator or as otherwise required by law. Further detail is available at gilbertschools.net – Policy JICFB

Dress Code – Students are to adhere to the GPS guidelines and CVHS expectations for dress code. Further detail is available at gilbertschools.net – Policy JICA, JICA-R

- Tops with 2 inch minimum strap-width on each shoulder
- Shirts and tops need to be long enough to cover midriff
- Clothing must modestly cover under arm, back, cleavage, and chest area
- Clothing must cover the undergarments and buttocks
- Shorts, skirts and dresses must be modest in length
- Shoes must be worn at all times
- Pants and shorts must be worn to fit, no bagging or sagging

The following steps will be followed when students do not follow established guidelines and/or behave inappropriately:

- 1) First violation: Verbal warning
 - a) Point deduction
- 2) Second violation:
 - a) Point deduction
 - b) Student meets with teacher before/after class

- 3) Third violation:
 - a) Point deduction/ Student asked to pack up and sit out of rehearsal.
 - b) Parent notification
 - c) Creation of action plan by student, teacher, and parent.
- 4) Continued violation:
 - a) Removal from class for the day
 - b) Discipline referral issued.

*Certain disciplinary infractions, which are more serious in nature, will not follow the above steps. These infractions will be immediately turned over to CVHS Administration and Security.

Festivals/Field Trips

- Students are expected to ride the bus to festival performances or trip performances. However, circumstances may arise that require another mode of transportation, such as riding with parents. In that case, **students must submit written requests and obtain permission from the director.**
- Students may return home with parents after performances only if they have previously cleared (in writing) with the director. The director or designated attendance-taker must see the parent and student together before they leave.
- Food and drinks will only be allowed on the buses at the discretion of the bus driver.
- Unnecessary commotion, loud noises and inappropriate language will not be tolerated.
- Remain seated while the bus is in motion
- Only choir students, staff, and chaperones may ride the bus.
- When students are not performing, they will be expected to watch other groups perform. Exceptions will be made at the discretion of the director.
- Chaperones have the same authority as the director. Please show them the same respect you would give the director or any other staff.
- Remember that you are representing Campo Verde High School, the Gilbert Public School District, and the CVHS choral program. Your conduct and behavior (good or bad) will directly reflect the entire group.

Choral Coaches/Accompanists

Our vocal coaches and accompanists will assist in rehearsals and will offer sectional voice coaching for the students. They are staff for the CVHS choral program and should be afforded the same respect as any other adult involved with the program.

Private Lessons and Community Choir Participation

It is highly recommended that students take private lessons. Nothing can take the place of this kind of individualized, expert attention and guidance. See Mr. Flora for a list of local private voice teachers, if you are unable to find a qualified voice teacher with the proper credentials for teaching voice. Participation in an area community choirs and/or church choirs is also highly recommended to reinforce singing in the choral ensemble. Your private teacher can assist you with preparing for auditions into these groups.

Choral Parent Organization

Parental involvement is extremely important to the success of a high school music program. The booster organization assists with fund-raising events that enable us to purchase music and resources, to provide scholarships, and travel assistance to students. Parents are invited to participate in booster activities, which are announced throughout the year via email. Not only is participation fun, it's a great way to show support of your

child's interests. While teenagers often seek independence from their parents, they also realize that the many volunteers are needed to help facilitate the choir's programs and activities.

If you are interested in becoming part of the Choral Boosters, please contact Mr. Flora or Mrs. Melody Stuart Booster President (stuartfive98@yahoo.com).

Melody Stuart - President
Andrea Anderson – Co Vice President
Linda Blake – Co Vice President
Tonya Stegall - Treasurer
Sam Balk – Co Secretary
Lisa Jarrette – Co Secretary
VACANT – Fundraising Chair
Kari Koglmeier – Uniform Chair
Linda Blake – Holiday Dinner Chair
Sam Balk – Webmaster

Music, Folders and Textbooks

Students will be issued a leather music folder containing sheet music and sight-reading books and a pencil. Students are financially responsible for replacing damaged or lost folios, music, or books.. Students will be provided with a sheet outlining their folder number, clothing numbers, and garment bag numbers. Items unreturned will be submitted to the bookstore as a charge on the student's account. Mr. Flora will email parents and students when this happens.

Placement in choir

Students must audition for Advanced Women's Chorale, Concert Choir, and Advanced Vocal. Mr. Flora will still have students in Men's Chorale and Women's Chorale sing for placement in the ensemble by voice type. Auditions for the ensembles are based on vocal range, sight-reading ability, aural recall, and singing "Happy Birthday" to check for musicality, intonation, phrasing, and confidence. Placement in choir is ability-based and is not an entitlement. Students interested in placement in an advanced ensemble are encouraged to take private lessons and to work on their musical literacy (i.e. sight-reading).

Remind

Please join the Remind for your choir class so that you don't miss out on communication from Mr. Flo. To sign up, download Remind to your phone or send a text to 81010. In the body of the text, send the message that corresponds with the particular choir in which your child sings.

Women's Chorale - Text 81010 the message: @CampoWC
Men's Chorale - Text 81010 the message: @CampoMC
Advanced Women's Chorale - Text 81010 the message: @CampoAWC
Concert Choir - Text 81010 the message: @CampoCC
Advanced Vocal Ensemble - Text 81010 the message: @CampoAVE

Festival Requirement

Students in Advanced Vocal are **required** to audition for Regional Choir in January. The cost of the audition is \$20. Students in all other choirs are strongly urged to audition. Please talk to Mr. Flora to acquire information for preparation. Sight-reading materials can be found at azchoraleducators.org/sightreading/index.html or at sightreadingfactory.com.

Webpage and Social media

Be sure to check out the choir webpage, created by the CVHS Choir Boosters, at cvhschoirs.com. Be sure to follow CVHS Choirs on Twitter @cvhschoirs and to join the Facebook group at <https://www.facebook.com/groups/campoverdechoir/>

Daily Rehearsal Expectations

The rehearsal space is a Positive Zone. This will include being respectful of each other, the conductor, the accompanist, and vocal coaches. We are here working together toward a common goal—so please be supportive! This is especially crucial to the constructivist model we are using—there are times when we’re battling around ideas, trying things out, and experimenting. Let’s encourage risk-taking by suspending judgment! Do your best to leave negative thoughts, feelings statements, and attitudes outside the rehearsal room.

Charms Music

Students and Parents will be able to easily access their student’s choir information through the Charms Music system. Accessing Charms is simple:

1. Go to www.cvhschoirs.com
2. Click on My Choir Account
3. Enter the students school ID number as the password

Charms contains a lot of useful information for parents to access, including documents, handouts, student account balances, and many more features. Please plan to fully utilize this wonderful program.

Contact information

Matthew Flora, Choir Director

Campo Verde High School

480-545-3100 extension 2323

480-545-3111 – fax

matthew.flora@gilbertschools.net

Twitter: @MrFloCV

Mr. Flora's Daily Schedule

- 1st hour: Prep/Office hours
- 2nd hour: Women's Chorale
- 3rd hour: Advanced Chorale
- 4th hour: Men's Chorale
- 5th hour: Lunch/Dept. Chair Meetings/Advisory Period
- 6th hour: Concert Choir
- 7th hour: Advanced Vocal Ensemble

Please contact Mr. Flora to schedule an appointment, as office hours are by appointment only.

Choral Booster Dates and Times

Booster board meeting at 6 pm, general at 7pm.

Dates: 8/14, 9/11, 10/16, 11/13, 12/4, 1/8, 2/5, 3/19, 4/16, & 5/2

***Dates, times, and locations could change. Please watch your email the week of the meetings for confirmation.*

This page left intentionally blank.

Calendar of Events – 2018-19 CVHS Choir

8/7	Open House – Adv. Vocal only, call/5:15p, perform/6:00p at CVHS
8/10, 11	Camp Pinerock - Concert Choir only, Prescott, Arizona
9/15	All-State Jazz & Show Auditions - Location TBA, deadline to register 8/25
9/22	ASU Vocal Connection - selected choral students 8a-5p
9/26, 27	CGCC Fall Choral Festival - TBD
10/4	FALL CONCERT in the CVHS Auditorium, call/5p, perform/7p
10/22	Deadline - NAU Jazz/Mad registration opens, 7a
10/29-11/2	ACE Fall Festival - Concert Choir/Adv. Vocal/Adv. Women, Location & Times TBA
11/15-17	All-State Jazz & Show Festival - Location & Times TBA
11/16	Deadline - Regional Audition registration due (Adv Vocal required)
TBD	Large Group Pictures - ALL CHOIRS during the school day
12/6	HOLIDAY DINNER PREVIEW CONCERT--CVHS Auditorium, call/4:30p, perform/7p -This concert will have a charge for tickets as this is part of our major fundraiser
12/7	HOLIDAY DINNER CONCERT--EVIT-Mesa, call/4:30p, perform/7p -This concert will have a charge for tickets as this is our major fundraiser
1/25-26	Regional Auditions - Location TBA
2/??	Freshman Preview - Adv Vocal only, times TBA
2/8-9	NAU Jazz/Mad Festival - Adv Vocal only, Flagstaff, Arizona
2/15-16	Regional Festival - Location Mountain View HS, Mesa
3/22	AzACDA State Choral Festival - Concert Choir Times & location TBA
3/2	Campo Idol - CVHS Auditorium at 7:30 P
2/25	SVJHS SPRING CONCERT--CVHS Auditorium, call/TBD, perform/TBD, CC ONLY
2/28	SPRING CONCERT--CVHS Auditorium, call/5p, perform/7p
3/7	SVJHS Visit to Campo Choirs
3/8-9	All-State Auditions
3/17	Deadline - All-State participation registration due
4/2-6	Concert Choir New York City Tour
4/11-13	AMEA All-State Festival - Northern Arizona University (Flagstaff, AZ)
5/4	Choir Awards Banquet - CVHS Cafeteria at 7p
5/7	END OF YEAR CONCERT--CVHS Auditorium, call/5p, perform/7p -Uniforms turned in after concert, bring a change of clothes
5/9-11	2019-2020 CVHS Choir Auditions - in the choir room
5/19	Baccalaureate - Concert Choir only, call/1:30p, perform/3p
5/23	Graduation - Concert Choir only, call/5:30p, perform/7p

***Dates, times, and locations could change. Please watch your email the week of the meetings for confirmation.*

This page left intentionally blank.

Syllabus Approval Form (Due 8/6/18) -

<https://goo.gl/o8U6j6>