

*James Madison High School Choral Department*

www.madchoir.org

Mrs. Claire Rowan, choral director

2500 James Madison Drive, Vienna

703.319.2375 [ccrowan@fcps.edu](mailto:ccrowan@fcps.edu)

In order to save paper and promote a greener choral department, this year the JMHS Choral Handbook is available on Blackboard and on the choir website at [www.madchoir.org](http://www.madchoir.org). If you need a hard copy of the hand book, please request one from Mrs. Rowan. Students will review the handbook in class; parents are asked to view it online.

Please initial the following checklist to complete all *Back to School Choral Department Forms*.

\_\_\_\_\_ Read the **Choral Handbook** found at [www.madchoir.org](http://www.madchoir.org)

\_\_\_\_\_ Complete the online **Student and Parent Information Digital Form** found on *Blackboard* and at [www.madchoir.org](http://www.madchoir.org)

\_\_\_\_\_ Print, complete, and return the **FCPS Emergency Care Form** found on *Blackboard* and at [www.madchoir.org](http://www.madchoir.org)

\_\_\_\_\_ Complete and return the attached **Financial Information Form**

\_\_\_\_\_ Complete and return the optional **Additional JMHS Choir Gear Purchases**

## Financial Information

All choral students are asked to contribute \$50.00 at the start of the school year. This money will be used to provide each student with a JMHS Choral Department T-Shirt, **pay for uniform pieces and cleaning**, rehearsal CDs, & audition fees for VMEA events (including District Chorus Auditions and District Festival.) Students will wear the t-shirts for casual performances throughout the year (i.e. pep rallies, assemblies, football games, etc). Please fill out the online form to indicate your preferred t-shirt size. Families who are concerned about this financial request should email or speak to Mrs. Rowan as soon as possible. **No student is required to pay this amount in order to participate in the choral music program and contributions of any amount are tax deductible.**

*Please fill out the section below and return this form and your donation by  
FRIDAY, 9/12 OR MONDAY, 9/15.*

**All checks should be made payable to JMHS Choir.**

### Choir Uniform Update:

**As noted above, there is no separate uniform fee.** The online handbook provides the very specific details regarding your choir attire. But, it is reprinted here to ensure your understanding. Please let Mrs. Rowan know before the end of September if you need any items listed in order to have time to measure and order the necessary items.

**All Females:** Black Madison Choral Dress (**Madison provided**)  
Black Concert Shoes (no higher than one inch heel)  
Flesh Colored Stockings (if necessary)

#### Madrigals Gentlemen:

- Black Tuxedo Jacket  
(**Madison provided if needed**)
- White Tuxedo Shirt
- Black Tuxedo Pants
- Black Bowtie and Cumberbund
- Black Socks and Shoes

#### Concert Choir Gentlemen:

- Silver Vest and Tie (**Madison provided**)
- White Lay Down Collar Tuxedo Shirt (student provided)
- Black Tuxedo Pants (student provided)
  - Black Shoes and Sock

## Additional JMHS Choir Gear Purchases

Students will receive a choir t-shirt as member of the department. Any other extra Choir Gear can be purchased using this form.

ONLY FILL THIS FORM OUT FOR ADDITIONAL PURCHASES.

Name \_\_\_\_\_

Please fill out the section below for any additional t-shirt or sweatshirt purchases that your family would like to make. We would love to have our parent and family supporters wearing Madison Choir items.

Again, all checks should be payable to JMHS Choir.

\_\_\_\_\_ I would like to purchase a JMHS 2014-2015 Choral Sweatshirt for \$25.00.

Preferred Sweatshirt Size: *small medium large x-large xx-large*

*(Men's sizes only)*

\_\_\_\_\_ I would like to purchase an **additional** JMHS 2014-2015 t-shirt for a family member or friend for \$11.00.

Circle preferred T-Shirt Size:

*ladies' small ladies' medium ladies' large ladies' x-large ladies' xx-large*

*men's small men's medium men's large men's x-large men's xx-large*

(AGAIN...this section is only for ADDITIONAL T-shirt purchases. Students have already ordered their t-shirt.)

\_\_\_\_\_ I would like to purchase a JMHS Choral Department Water Bottle for \$6.00.

-red acrylic sports bottle (26.5 oz) with attached straw

*All Purchases of JMHS Choir Gear of a part of our fundraising efforts used to help offset departmental costs throughout the school year.*

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[www.madchoir.org](http://www.madchoir.org)

**Important Choral Department Dates for 2014-15**

*A full calendar is available at [madchoir.org](http://madchoir.org),  
but this is a great way to start holding dates for all our choir events.*

**2014**

October 11	Senior Honors Choir Auditions- Longwood College
October 22	Performing Arts Concert- all choirs
October 27	Madrigals & Seniors Perform, Kennedy Center ADL Concert
November 1	District Chorus Auditions at Wakefield HS
November 20-22	Senior Honors Choir, The Homestead- Hot Springs VA
December 18	Winter Choral Concert
December 19	Performing Arts Assembly- select choirs during school day

**2015**

February 12	Evening District Chorus Rehearsal & All State Auditions, Herndon HS
February 13-14	District Chorus at Herndon
March 17	Pre-Assessment Spring Concert- all choirs
March 20-21	Choral Assessment at Madison- all choirs (perform and volunteer)
March 25	Pyramid Concert, select choirs
April 15-19	Spring Trip to Charleston, SC
April 23-25	All State Choir
April 30-May 2	JMHS Musical Production
June 4	Choral Pops Concert

*Dates are subject to change based upon unexpected circumstances.  
Any changes will be announced and updated on [madchoir.org](http://madchoir.org)*

**James Madison High School Choral Department**  
**2014-2015 Student Handbook**  
**[www.madchoir.org](http://www.madchoir.org)**

Mrs. Claire Rowan, choral director  
2703.319.2375, [ccrowan@fcps.edu](mailto:ccrowan@fcps.edu)

Welcome to the James Madison High School choral department. I am so excited to be starting my 11th year here at Madison High School and I am looking forward to a rewarding and productive year. It is exciting to see how much our department has grown over the past few years and my goal is for each and every student in the choral department to have a positive experience in music and develop respect for themselves and others through the study of the arts. I encourage students and parents to contact me at any point during the year should you have questions or concerns. E-mail is usually the easiest way to reach me, as I am not usually near the phone during the school day, but you are welcome to leave a voicemail message and I will return your calls as soon as possible. I am looking forward to making beautiful music together.

### **Rules and Expectations**

1. Respect others. Respect yourself. Respect property. Respect performances.
2. Students must have a black, three ring, **half inch** binder for chorus (binders larger than one inch will not fit in the folder stand). This binder is to be kept in the choral classroom. Music should not be taken home without permission from Mrs. Rowan. In this binder, students are to keep all course materials distributed by the director and **2 sharpened pencils**. Students must always use pencil when marking music or when working on written assignments.
3. No gum chewing will be allowed in the choral classroom at any time. Students will be given one warning about gum chewing. Repeat offenders will be assigned a take home detention.
4. No food or drink is to be consumed in the choral classroom without Mrs. Rowan's direct permission. Only water is permitted in rehearsals; students are encouraged to have a water bottle with them each day.
5. Students are expected to arrive for class on time and prepared. When the bell rings, students need to be ready for the warm-up activity. Students who abuse the school attendance policy will be referred to their administrator for disciplinary action and/or will not be considered a Warhawk In Good Standing.
6. Unnecessary talking and disruptions will not be tolerated in the rehearsal setting. Student grades will reflect rehearsal technique and class performance.
7. Students are not allowed to have cell phones, gaming devices, etc during class time, performances, or rehearsals. Students who have a cell phone or are texting during a performance will receive no credit for that performance. Cell phones may only be used with instructor permission.
8. **Choral students are required to attend all choral concerts in which their ensemble is performing.** Call times will be announced at least two weeks in advance of a concert. Students will only be excused from a concert with a valid medical excuse. **Birthdays, family functions, lack of transportation, vacations, etc. are not valid excuses for missing a concert.** Please plan ahead. Please read the handbook sections regarding performance and rehearsal requirements.
9. All policies outlined for students of James Madison High School are to be upheld, both on and off campus, as a member of the Choral Department.

## Grading Policies

Students will be graded using a Total Points Grading System. Every activity or assignment will be worth a set number of total points.

For example, a grading quarter could be divided as follows:

Concert Performance = 200 points  
Sight Singing Test #1= 50 points  
Daily Written Warm Ups= 150 points  
Written Test #1= 50 points  
Weekly Class Grade =60 or 90 points (30 per day) = 675 points per quarter  
TOTAL for Quarter = 1125 POINTS

The *grading scale* for each term is set according to the FCPS/JMHS Grading Scale; the *number of points* will vary upon the numbers of tests, performances, etc. Students are expected to participate fully in daily rehearsals in the classroom for 30 points per day. Should a student be unable to sing due to illness, he or she is expected to observe the rehearsal and take detailed notes in the music. Students who are sick will not be allowed to just sit and listen. If you are truly that ill, you will be excused to the clinic. Students will not receive full class work points if they do not have their music, do not have their pencil, or are not prepared for class in anyway

## Performance Requirements

Performances are an extremely important part of music education. Thus, students are required to perform in each of the main choral department performances this year. Plan ahead! Call times will be announced at least two weeks in advance of a concert. **As previously stated, students will only be excused from a concert with a medical excuse from a doctor.** Birthdays, family functions, lack of transportation, vacations, etc. are not valid excuses for missing a concert. Missing a concert will result in a loss of 200 points for the quarter. If a student is sick or an emergency arises the day of a performance, you must call the choral office and leave a message (703.319.2375) or email Mrs. Rowan at [ccrowan@fcps.edu](mailto:ccrowan@fcps.edu). The entire department works as a team; if you are not at a performance, the entire group is at a disadvantage. If a concert absence is excused due to very extreme circumstances, Mrs. Rowan will determine what the student needs to do to make up the points missed for the performance.

The official choral calendar is available both in the classroom and online. Please take a moment to note all performances that are required and plan accordingly. The calendar is not set in stone, but any changes will be announced as soon as possible. As performance dates are added throughout the year, students will be notified within a reasonable amount of time to make necessary arrangements. Unique cases will be dealt with on an individual basis. Please check [www.madchoir.org](http://www.madchoir.org) for the most current information about dates and performances.

The calendar that is attached to this handbook outlines all of the Madison Choral Concerts throughout the school year. These are the required performances. It also includes information about other events sponsored by the Virginia Music Educator's Association, the theater department and our local elementary and middle schools. Students are not required to participate in these other listed events. These are optional for students who are interested and available. The Spring Trip and the School Musical are also optional activities for students. Other performance opportunities might be added, but will not affect student grades based upon participation.

## Rehearsal Requirements

Afterschool rehearsals are a required part of the music department at Madison. In order for students in various choral classes to practice together, afterschool rehearsals are necessary. Dates will be announced at least two weeks in advance of any afterschool rehearsal. The week before a concert, there will always be at least one required afterschool rehearsal. Please check the attached calendar, as well as the postings in the classroom to confirm these rehearsals and times. Students who are in danger of failing a core curriculum class must see Mrs. Rowan upon receiving their progress report. She will then work with the core teacher to arrange an appropriate schedule for afterschool tutoring and choral rehearsals. It is expected that students realize maintaining strong grades in all classes will allow them the dedication necessary to participate in choral music. There is no make-up option for a missed rehearsal.

## Fundraisers

Throughout the school year, the choral department will sponsor fundraisers to help offset the costs of trips, uniforms, music etc. **All students are encouraged to participate in all fundraisers to help support the program.** Incentives will be offered to encourage students to take part in our efforts. **Parents may elect to give a donation in lieu of supporting a fundraiser.**

## Concert Attire

Students in the choral department must wear uniform attire for all performances. Below are lists of uniform requirements for all students in the choral department. Female students will be measured in class in September for their concert dresses.

**Girls:** Black Madison Choral Dress (Madison provided)  
Black Concert Shoes (no higher than one inch heel)  
Flesh Colored Stockings (if necessary)  
16" Strand of Pearls (Madison provided)

**Boys:**

**Gentlemen in Madrigals:**

- Black Tuxedo Jacket (Madison provided if needed)
- White Tuxedo Shirt
- Black Tuxedo Pants
- Black Bowtie and Cumberbund
- Black Socks and Shoes

**Gentlemen in Concert Choir:**

- White Lay Down Collar Tuxedo Shirt (student provided)
- Black Tuxedo Pants (student provided)
- Silver Vest and Tie (Madison provided)
- Black Shoes and Socks

Students are expected to be fully dressed for every concert in order to participate. Students who are not dressed correctly will not perform and will receive no points towards their grade for the quarter. **Students are to wear no jewelry. Hair should be pinned back away from the face and be off the shoulders.** Families who are financially concerned about covering the cost of any part of the uniform should contact Mrs. Rowan as soon as possible.