# Westfield High School Choral Program 

## Choir Handbook 2015-2016



The Westfield High School Choral Program
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## Welcome to the Westfield Choral Department

Welcome to the 2015-2016 School Year!
I am eager to work with you this year as a part of the Westfield High School Choral Program. Westfield Chorus has had a long tradition of excellence and consistently sends its talented students to county, state and national events. I am honored to be a part of that tradition.

My goal for each student is that they see how rewarding participating in choral music can be. I hope to encourage my students to be successful not only in music, but in other areas of interest as well. We live in a culture where we are constantly surrounded by music; we hear it in the grocery store, on the radio, on TV commercials, and on our iPods. Too often we take music for granted. Working hard to produce a beautiful piece of music with your peers develops a greater appreciation for the music around us.

Singing in a choir is like participating in a team sport. Each singer is a key player and has a special role to play. When one player isn't there, the whole team suffers. Each player needs to perform to his/her personal best for the team to be successful. At the end of a season your teammates have become part of your extended family. Choir functions in the same way. Each voice contributes to the overall sound of the ensemble, making every year unique. Making music with someone is a special gift, and forms bonds not easily broken. Turning the notes on the page into a piece of art or experiencing the stunning silence before the applause makes memories that will last a lifetime.

I'm here to support you in your musical, educational, and personal journey. My door is always open if you want to talk about chorus, music or just life in general.

Welcome to the family!

Singingly,

## Mrs. Píerce

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| Course Name and Code: | Women's Chorus | 926016 | Treble Choir |
| :--- | :--- | :--- | :--- |
|  | Mixed Chorus | 926015 | Chorale |
|  | Adv. Women's Chorus | 928916 | Bel Canto |
|  | Adv. Mixed Chorus | 928915 | Chamber Singers |
|  | Show/Swing Choir |  | Show Choir |

## Course Descriptions

## WOMEN'S CHORUS (926016) Treble Choir

Students will participate in a chorus of women's voices. Emphasis is placed upon correct vocal performance techniques and sight-singing through the study of appropriate choral literature. Based on successful completion of sequential concepts for each level, students will continue as specified in course level. Students must meet both the school day and outside of the school day participation requirements to receive credit for the course. This course requires a student materials fee as listed in FCPS Notice 5922.

## MIXED CHORUS (926015) Chorale

Students will participate in a chorus of mixed voices. Emphasis is placed upon correct vocal performance techniques and sight-singing through the study of appropriate choral literature. Based on successful completion of sequential concepts for each level, students will continue as specified in course level. Students must meet both the school day and outside of the school day participation requirements to receive credit for the course. This course requires a student materials fee as listed in FCPS Notice 5922.

## ADVANCED MIXED CHORUS (928915) Chamber Singers

Students are offered advanced choral experiences for mixed voices. Emphasis is placed on the development of musicianship and proficiency in ensemble performance. Course content includes a study of choral literature, vocal techniques, and sight-singing. Based on successful completion of sequential concepts for each level, students will continue as specified incourse level. Students must meet both the school day and outside of the school day participation requirements to receive credit for the course. This course requires a student materials fee as listed in FCPS Notice 5922.

## ADVANCED WOMEN'S CHORUS (928916) Bel Canto

Students are offered advanced choral experiences for women's voices. Emphasis is placed on the development of musicianship and proficiency in ensemble performance. Course content includes a study of choral literature, vocal techniques, and sight-singing. Based on successful completion of sequential concepts for each level, students will continue as specified in course level. Students must meet both the school day and outside of the school day participation requirements to receive credit for the course. This course requires a student materials fee as listed in FCPS Notice 5922.

## SHOW/SWING CHOIR (929615) Show Choir - After School

Students are offered choral experiences in the appropriate genre. Emphasis is placed on the development of musicianship and proficiency in ensemble performance. Course content includes a study of appropriate literature, vocal techniques, sight-singing, and choreography. Students must meet both the school day and outside of the school day participation requirements to receive credit for the course. This course requires materials fee as listed in FCPS Notice 5922.

## Co-Curricular Requirement Statement: Regulation 3866

In addition to extracurricular activities and club-sponsored activities, many courses include participation requirements outside the regular school day in order for students to receive credit for the course. Many courses also provide participation enrichment opportunities outside the regular school day that are optional. In order to participate, students cannot be under any type of suspension, either from school or from the course. The following section defines co-curricular courses that include participation requirements outside the regular school day.
A. Courses with co-curricular participation requirements.

Many courses include participation requirements outside the regular school day. In order to receive credit for the course, students must be enrolled in the course and meet both the school-day and after-school requirements. Additional details for these courses can be found in the course descriptions of the FCPS Standard and Optional Course Offerings catalogs.
Link to School's course offerings:

## http://www.fcps.edu/WestfieldHS/studentservices/academicadvising/2015-2016CourseCatalog.pdf

FCPS Program of Studies: www.fcps.edu/is/finearts/music.shtml

## Course Objectives

Students of the Westfield High School Choral Program will...
$\boldsymbol{J}$ Become skillful and acute listeners.
$\mathcal{J}$ Develop and use critical thinking skills.
$\boldsymbol{J}$ Become kind, caring and positive ensemble members.
$\boldsymbol{s}$ Strengthen individual vocal technique.
s Become competent users of musical notation.
$\mathcal{J}$ Broaden their understanding of the musical world.

Students will study, sing and perform varied choral literature as a means of advancing their vocal technique, musicianship, and understanding of musical theory. Students will sing music in an array of styles from various cultures and time periods, and develop an understanding of how music relates to history and culture. The Westfield High School Choral Program also encourages small and large group cooperation, leadership opportunities, and school spirit.

## Required Course Materials

Provided to students:
』J Black 3-ring binder
$\sqrt{J}$ Music for all concerts and performances
Jd Sight-reading workbook
J Sight Reading Factory account

Students will provide:
JJ Pencil
JJ Water Bottle

## Grading Procedures

Grades for each marking period will be based on the following: weekly rehearsal technique grade, classroom assignments, performance in concerts, and written and sung assessments. Final exams may be written and/or sung.

Concerts and performances are summative grades, the pinnacle of classroom work; therefore, these grades will be worth $40 \%$ of the Course Grade.

Grades will be averaged together with a letter grade established according to Fairfax County Public schools policy.

| Quarter Grades | Final Grade |
| :--- | :--- |
| Concerts and Performances - 40\% | $1^{\text {st }}$ Quarter $-22.5 \%$ |
| Rehearsal Technique $-40 \%$ | $2^{\text {nd }}$ Quarter $-22.5 \%$ |
| Quizzes / Assignments / Classwork - 20\% | $3^{\text {rd }}$ Quarter $-22.5 \%$ |
|  | $4^{\text {th }}$ Quarter $-22.5 \%$ |
|  | Final Exam - 10\% |

## FCPS GRADING SCALE

| LETTER GRADE | PERCENTAGE | QUALITY POINTS |
| :--- | :--- | :--- |
| A | $93-100$ | 4.0 |
| A- | $90-92$ | 3.7 |
| B+ | $87-89$ | 3.3 |
| B | $83-86$ | 3.0 |
| B- | $80-82$ | 2.7 |
| C+ | $77-79$ | 2.3 |
| C | $73-76$ | 2.0 |
| C- | $70-72$ | 1.7 |
| D + | $67-69$ | 1.3 |
| D | $64-66$ | 1.0 |
| F | Below 64 | 0.0 |

## Westfield High School Honor Code

Copying homework, cheating on quizzes or tests, and plagiarism are serious offenses. Be sure to understand the expectations for each assigned task, and be sure to complete each one honorably. Never be afraid to ask if you are not sure about what is expected and acceptable. Members of the Westfield High School community are committed to demonstrating Personal Responsibility, Respect, Integrity, Discipline, and Excellence (PRIDE) in all activities and programs. All teachers are committed to supporting honest, individual student achievement; therefore, the policies and procedures outlined in the Westfield Honor Code will be upheld and enforced. Students and parents/guardians are expected to be familiar with the code and to adhere to its guidelines at all times. Please take a moment to review the Westfield High School Honor Code, which can be found at: http://www.fcps.edu/WestfieldHS/about whs/honorcode.pdf

## Uniform Information

All students need a uniform for concerts and performances. Students are able to use their uniform for the duration of their time in Chorus. When the student leaves the program they may keep their uniform, donate it to the program, or sell it to future students.

## For Female Students

Dress Long Formal Concert Dress
Shoes All girls provide their own dress shoes for performance. Below is a description of the type of shoe that is acceptable.
s Black, close-toe dress shoes, preferably with a low heel (less than 2 inches) and a back strap or heel.
$\mathcal{J}$ Shoes should be dressy enough to wear with an elegant looking concert gown. No boots, flip-flops, slides, platforms with chunky heels, etc.
s Black character shoes are recommended and can be purchase at the link below. http://www.discountdance.com/dancewear/shoes/character-shoes/page1

Shoes need to be closed toe and secured to the foot for safety on and off the risers.

## For Male Students

| Tuxedo | Black tux pants, jacket, white dress shirt |
| :--- | :--- |
| Shoes | Male students must provide their own black dress shoes. |

\& Shoes should be dressy enough to wear with a tuxedo. No boots, crocks, flipflops, or sandals.
\& Men MUST have BLACK socks for all performance

## For All Students

Accessories Students will be provided accessories based upon their specific ensembles. Students are to return that accessory at the end of each school year.
Jewelry Students are permitted to wear small earrings and necklaces only. No large hoops, thick chains or cords, large pendants, etc. Nothing that jingles or makes noise. Please remove watches, bracelets, and hairties for performances.

Hair Hair needs to be secured off of the face during performances.

## Ensemble T-Shirts

Each Ensemble will design a t-shirt at the start of each year. This shirt may be worn for various events throughout the year, and will serve as the uniform for the Spring Concert/Choral Cabaret. The Ensemble T-Shirt is paid for through the Course Fee.

## Chorus Polo Shirt

Students will be issued a chorus polo shirt as needed during the year. The shirts will be issued and returned the same day. The polo shirts will be given to you freshly cleaned.

## Spirit Wear

Additional Westfield Chorus Spirit wear may be purchased at various points throughout the year, but is not required.

## 2015-2016 Westfield High School Choral Department Fees

FCPS and the Westfield Choral Department will not charge students a fee for any mandatory aspect of the Westfield Choral program except for course material fees of which are permitted by the Virginia Department of Education regulations. Schools cannot require a student to pay fees for course materials in excess of the amount approved by the FCPS School Board in Notice 5922.

The following is a description of the Westfield High School Choral Department course material fees and FCPSsponsored optional activity fees for participation in the music program for the upcoming season.

| FCPS Required Fees | Amount | Who pays this fee? | This pays for... |
| :---: | :---: | :---: | :---: |
| Choir Course <br> Materials Fee $\begin{aligned} & \text { Due September } 18^{\text {th }} \text {, } \\ & 2015 \end{aligned}$ | \$50 | EVERYONE | This fee covers consumable items/expenses for the choral ensembles throughout the school year. Some examples of these items include uniform accessories/maintenance, music, sight reading factory subscription, folders and other class supplies, and ensemble t-shirt. |
| Show Choir Fee <br> Due October $6^{\text {th }}, 2015$ | \$50 | Show Choir members only | This fee covers consumable items/expenses for the marching band season. Examples of these items include show choir t-shirt, uniform accessories/maintenance, music, and other class supplies. |
| Girl's Uniform Fee <br> Due September $18^{\text {th }}$ | \$59 | Female students new to the WHS Choral Program. | This fee covers the purchase of a black formal concert gown to be worn by the student for the duration of their time in the Westfield Choral program. |
| Boy's Uniform Fee Option 1 <br> Due September $18{ }^{\text {th }}$ | \$36 | Male students new to the WHS Choral Program | This fee covers the purchase of tux pants, white tux shirt, and accessories to be work by the student for the duration of their time in the Westfield Choral Program. Students will borrow a Tux Jacket from Westfield Chorus, which they will return at the end of each year. |
| Boy's Uniform Fee Option 2 <br> Due September $18{ }^{\text {th }}$ | \$96 | Male students new to the WHS Choral Program | This fee covers the purchase of a full tux ensemble (Pants, shirt, jacket) to be worn by the student for the duration of their time in the Westfield Choral Program. |

Uniform Accessories: Certain uniform accessory items have to be purchased separately by the students as needed. While certain concert uniform components are included (jacket/vest, shirt, tie/bow tie and vest/cummerbund), students are responsible for maintaining their uniform, including any necessary alterations, as well as purchasing black dress shoes.

Show Choir Accessories: Certain uniform accessory items have to be purchased separately by the students as needed. Examples of these items include Character/Performance shoes, practice shoes, cheaters/briefs, tights, pants, and make up. Items may be purchased through Westfield Chorus at cost in order to facilitate ordering.

## 2015-2016 Westfield High School Choral Department Fees Cont.

## FCPS Sponsored Optional Activity Fee

This is a fee that students are expected to pay if they choose to participate in any activities/trips associated with the Westfield High School Choral Department This fee is determined and assessed based on the estimated cost of the trip/activity - including such costs as transportation, accommodation, registration, food, and other miscellaneous expenses.

Examples of trips/activities would include District, All-VA, and Honors Chorus, special performance opportunities (singing at a Wizards game), trips, and assessments not already fully funded by FCPS.

Students who do not pay the fees associated with a trip/activity will be ineligible to perform/participate in the trip/activity.

| Optional Activity | Amount | Due Date |
| :---: | :---: | :---: |
| Spring Trip (March or April) | To Be Determined ( $\sim 350-700$ ) | Initial deposit will be in November with <br> subsequent payments to follow |
| Honors Choir/District Chorus/All-Virginia | To Be Determined | November/January/March |

Individual Performance Events: There are opportunities throughout the school year for individual students to choose to audition and/or participate in other choirs. Examples include the All-District or All-Virginia Chorus. Audition or participation fees are often assessed for these opportunities by the sponsoring organization. Westfield Chorus does not establish such fees, but the Westfield Chorus often assists in the collection of these fees from individuals who elect to participate and the submission of one group payment to the respective sponsoring organization. These fees are communicated at the time other information about these opportunities is communicated.

## Payment Policies

## Check

- Payments can be made out to Westfield High School. Please include the student's name and fee being paid in the memo line of the check.
- Payments made by check should be placed in the lockbox within the choir room (next to the filing cabinet and bulletin board).
- Please put the money in a sealed envelope and write the first and last name of the student and the name of the fee being paid (ex. Jane Doe, Choir fee) and take the envelope to the front office of the school. The Westfield High School staff responsible for collecting such cash payments will give you a receipt to acknowledge the cash payment. NO CASH PAYMENTS SHOULD BE DEPOSITED INTO THE LOCKBOX IN THE CHORUS ROOM.

Refunds: Typically fees paid are non-refundable once commitments and purchases have been made. These refund policies will be communicated separately as they relate to individual activities.

Financial Assistance may be available for those in need of such assistance. Requests for financial assistance should be made directly to the Choir Director prior to the due date for the related fee.

## 2015-2016 Westfield High School Choral Department Fees Cont.

Replacement Fees: Students will be assessed a replacement fee for music, materials, and uniform accessories that are not returned, returned damaged, or do not last the school year.

| Octavos/Sheet Music | $\$ 3.00$ or cost |
| :--- | :--- |
| Black Choral Binder | $\$ 4.50$ |
| Concert Attire - Sash | $\$ 15.00$ |
| Concert Attire - Bowtie | $\$ 8.00$ |
| Concert Attire - Vest | $\$ 45.00$ |
| Concert Attire - Straight Tie | $\$ 15.00$ |
| Concert Attire - Tux Jacket | $\$ 69.00$ |

## Required Events and Performances For all Students

The following events are considered curricular, and are required for all students (unless otherwise noted).

| October 19 ${ }^{\text {th }}$ | After School Rehearsal | Chorale and Chamber Singers |
| :---: | :---: | :---: |
| October $26^{\text {th }}$ | After School Rehearsal | Treble and Bel Canto |
| October $27^{\text {th }}$ | Fall Concert | All Choir Students |
| December $7^{\text {th }}$ | After School Rehearsal | Treble and Bel Canto |
| December $14{ }^{\text {th }}$ | After School Rehearsal | Chorale and Chamber Singers |
| December $15^{\text {th }}$ | Candlelight Concert | All Choir Students |
| February $22^{\text {nd }}$ | After School Rehearsal | Chorale and Chamber Singers |
| February $29^{\text {th }}$ | After School Rehearsal | Treble and Bel Canto |
| March $1^{\text {st }}$ | Pre-Assessment Concert | All Choir Students |
| March 4 \& 5* | Assessment | All Choir Students (no Show Choir) |
| April $1^{\text {st }}$ | Show Choir Assessment | Required for Show Choir Only |
| May $16^{\text {th }}$ | After School Rehearsal | All Choir Students |
| June $1^{\text {st }}$ | Choral Cabaret/Final Concert | All Choir Students |

*Assessment performance times are assigned by the District. Please do not schedule events or activities on this weekend, as all students will be required to perform. This is the SOL equivalent for chorus, and the experience cannot be made up. Students and families will be informed as soon as performance dates and times are assigned

## Extra-Curricular Opportunities/Events - Optional

The following events are extra opportunities for students. They are encouraged, but not required.

| Date | Event | Open to: |
| :---: | :---: | :---: |
| September 15, 16, 17 | Show Choir Workshop and Auditions | All interested students |
| September $22^{\text {nd }}$ | Choir Night | All students and parents |
| September $24^{\text {th }}$ | GoldTones Auditions | All interested students |
| October $10{ }^{\text {th }}$ | Senior Honors Choir Auditions | Seniors only |
| November $14{ }^{\text {th }}$ | District Choir Auditions | All interested students |
| November 19-21 | Honors Choir Performance | Select Seniors |
| December $11^{\text {th }}$ | Choir for a Night | All Students, plus students in $6^{\text {th }}-8^{\text {th }}$ grade |
| February $18{ }^{\text {th }}$ | All-Virginia Auditions | Jrs and Srs in District Chorus |
| February 18, 19, 20 | District Chorus | Selected Students |
| April 7, 8, 9, 10 | Spring Trip | All Students |
| April 28-30 | All - Virginia Chorus | Selected Jrs. And Srs |
| May ${ }^{\text {nd }}$ | Auditions for Choral Cabaret | All students |
| May $23{ }^{\text {rd }}$ | Dress Rehearsal for Cabaret Acts | Selected students |
| June $10{ }^{\text {th }}$ | Choral Awards Banquet | All Students and parents |

## Rehearsal

Students will be asked to attend 1 after school rehearsal per quarter, to be held on Monday afternoons. All other rehearsals will be held during the student's regularly scheduled class time and during Bulldog Block. Students in advanced choirs may be asked to attend extra Bulldog Block rehearsals.

## Show Choir

Show Choir is a class that meets after school hours, meeting Tuesdays and Wednesdays from 3:00-4:45.
Students are expected to be in Show Choir class as they would any other class during the regular school day. Students who have more than 2 unexcused absences in a concert cycle will be asked to sit out the show or sing from the wings. Excessive absences, excused or otherwise, may result in the student being withdrawn.

## 2015-2016 Choral Program Full Event Calendar

The following is a list of performance dates and program dates for this school year. Students are held accountable for being present at all required performances (marked with $a^{*}$ ). Please add these calendar items as soon as possible. Rarely, dates may change and additional performances may be added. If that is the case, students and parents will be given as much advance notice as possible. Social events and special performances may be added throughout the year, which will be encouraged, but not required.

## September

| $15-17$ | Show Choir Workshop/Auditions |
| :--- | :--- |
| 18 | All Forms and Fees Due |
| 23 | Choir Information Night |
| 24 | GoldTones Auditions |
| 26 | Tag Day |
| October |  |
| 10 | Senior Honors Choir Auditions |
| 19 | Chorale/Chamber Singers Joint Rehearsal |
| 26 | Treble Choir/Bel Canto Joint Rehearsal |
| $* 27$ | Fall Concert, 7:30 PM WHS Auditorium |

## November

District Choir Auditions
VMEA Conference/Honors Choir

## December

7
11
14
*15
Treble Choir/Bel Canto Rehearsal
Choir for a Night Event
Chorale/Chamber Singers Rehearsal
Candlelight Concert, 7:30 PM WHS Auditorium

## Auditorium

Lecture Hall/Choir Room
Choir Room

Longwood University
3:00-4:00 Auditorium
3:00-4:00 Auditorium

Centreville High School
Norfolk, VA

3:00-4:00 Auditorium
5:00-8:00 Choir Room
3:00-4:00 Auditorium

January
TBD Pyramid Event - MLK Festival

## February

18
18-20
22
29
March
*1
*4-5
April
*1
7-10
28-30
May
2
9-13
16
23
June
*1 Choral Cabaret/Final Concert
10 Choral Banquet

## Policies and Procedures

## Attendance Policy

It is extremely important to be present physically and mentally, in all rehearsals and performances. There is no way to make up the experience gained from rehearsing with the group, and even one missing singer can have dramatic effects on the rest of the ensemble.

Concerts and performances are the culmination of classroom work. Therefore, all performances are graded and mandatory unless otherwise noted. Students are responsible for making arrangements to attend each performance. This includes adjusting work schedules and arranging transportation to and from the concert. Students must be picked up in a timely manner following the concert, as school staff may not leave the building until all students are picked up. Students should inform Mrs. Pierce as early as possible should a conflict arise.

Should a student be absent from a performance, an alternate assignment may be given after consulting with the appropriate parties.

## Assessment Attendance Policy

Choral Assessment is a mandatory performance, and the only mandatory performance not held at Westfield High School. Bus transportation will be provided. The Assessment performance times are assigned to us by the District. We will not know the specific day and time until February. Please do not schedule SATs, birthday parties, college visits, etc on the weekend of Assessment until more details are released.

## Make-up Work and Late Assignments Other than Performances

All students are expected to complete all missed work when absent. If the student has an absence on a day when work is due, he or she is expected to turn the work in the following class. In the event of more than one class absence, the student should see the teacher to determine when work will be due. When the absence is unexcused, students will receive $50 \%$ of the score earned on all assignment and assessment. Late assignments will be accepted in the following manner:

One day late - deduction of $10 \%$ from earned score
Two days late - deduction of $20 \%$ from earned score
Three days late - deduction of $30 \%$ from earned score
Four days late - deduction of $40 \%$ from earned score
Five or more days late - deduction of $50 \%$ from earned score

## Student Conduct

Students are expected to be respectful at all times, and to follow the procedures listed on page 14.
Students caught in violation of Westfield High School and FCPS policies as outlined by the SR\&R may be prohibited from participating in extra-curricular chorus events.

## Procedures, Prohibited Behaviors, and Tips for Success

## Classroom Procedures

1. Arrive on time and prepared.
2. Observe instructions on the board.
3. Pick up any BOPs, forms, new music or assignments for the day on the table.
4. Sit in assigned seat and be ready to sing when the bell rings(this includes having your folder).
5. Pay attention to important class and school announcements.
6. Perform to the very best of your ability during every class.
7. Listen to and follow directions the first time they are given.
8. Keep cell phones in backpacks, or plugged into the charging station, during rehearsal.
9. Request after class time for personal matters, suggestions, and discussions.
10. Keep the choir room, auditorium, and any practice space clean and functional.
11. Be respectful of those around you.

## Unwelcome Behavior

1. Interrupting the flow of rehearsal.
2. Defacing (drawing/writing on) classroom items or materials.
3. Talking while others are singing or teaching.
4. Using cell phones/tablets/laptops during rehearsal.
5. Lethargic, half-hearted, non-caring work
6. Giving up when something is hard.
7. Neglecting to clean up after yourself
8. Disrespectful language, actions, gestures or attitudes.
9. Violent gestures or threats, even when in jest.
10. Chewing gum and or eating during rehearsal.

## Tips for Success

1. Keep a positive attitude and an open mind.
2. Bring a water bottle with you to class, and fill it up BEFORE rehearsal.
3. Use the charging station to charge cell phones during class.
4. If you sent Mrs. Pierce an email the night before or over the weekend, check with her before class to see if she received it before assuming she has had a chance to read it.
5. Mrs. Pierce is always here for you if you have a question or a concern, but you may be need to be patient. If she can't talk to you right then and there, then schedule a time when she can.
6. Save homework, personal matters, cell phones, etc for after rehearsal is finished. Waiting for people to put away their phones or textbooks slows down the class and is disrespectful.

As my high school chorus teacher used to say... "This class isn't an easy A. But if you are present in class, focused, and love what you are getting to do, you will get an A easily."

## Sheet Music

Students are assigned a number at the start of the school year. This number corresponds to their assigned folder slot in the choir room, their folder, and assigned music. Sheet music is assigned to students for study and is collected periodically after performance. Students are responsible for the care of the sheet music and other materials, and for returning sheet music loaned to them. Lost music will result in a replacement fee of $\$ 3.00$ per piece of music lost. Master works, anthologies, work books, and medleys may result in a higher replacement fee.

Students are responsible for keeping their black binder in good condition. This means not drawing or writing on the binder, making sure it remains labeled, and its contents safe. Students who lose their binder or return it in poor condition will be charged a replacement fee of $\$ 4.50$.

## Sight Reading Factory

All students will be given an account on sightreadingfactory.com. They will be asked to complete sight singing exercises for homework throughout the year as a way of improving their musical literacy. Students will be able to access sightreadingfactory.com on their personal computers, tablets, and smart phones, as well as in the school library and choir room computer.

## Practice

Students are expected to spend time practicing on their own. This may include reviewing vocal lines, working on challenging passages, and memorizing words.

## How to Care for Your Uniform

Tux Jackets, pants, and vests need to be dry cleaned. Dresses and tux shirts may be washed, but dry cleaning is recommended. Items borrowed from the Choral Department (accessories, jackets, etc) will be dry cleaned upon return. Uniform items purchased by the student should be cared for and maintained by the student. This includes cleaning and making any necessary alterations.

Students should use a garment bag to protect their uniform when traveling to and from concerts and other events. Garment bags may be purchased on your own or through the Choral Department by checking the appropriate box on the Concert Attire Purchase Form.

Please hang up your uniform between performances so that it does not become excessively wrinkled. If you find that your uniform is wrinkled, please iron it on low heat. Your uniforms are tasteful and elegant; please take pride in your own appearance.

Return of Uniforms at the End of the School Year
Any items maintained by the Choral Boosters shall be returned following the last event of the school year. Items will be collected by the Choral Director and Uniform Coordinator. If a student does not return an item, he/she will be assessed the amount of the replacement cost of the item.

## Auditions

Choir Placement auditions are held in the spring of the preceding school year. Placement is based on a student's Vocal score, performance of a prepared piece, ear training, and sight reading, as well as performance throughout the school year.

All incoming Freshmen are placed in either Treble Choir (girls) or Chorale (boys). Incoming Freshman do not need to audition, but will complete a singing evaluation at the start of the school year so that Mrs. Pierce can get to know their voices.

Auditions for Show Choir are held the $2^{\text {nd }}$ week of school, and consist of a sung excerpt of the student's choice and a short choreographed dance.

## Concert Procedures

Students are required to attend 4 concerts and assessment over the course of the school year. For each concert at Westfield High School, students are required to stay for the full performance, unless an agreement has been worked out with Mrs. Pierce ahead of time. Students who are late or who do not stay for the full concert may lose points on their Concert Grade.

Cell phones are not permitted in the student's possession during concerts. All cell phones should remain with family, or be locked up in Mrs. Pierce's office.

## Choir Council

Choir Council is made up of 2 students from each ensemble, as well as a Buddy Program Chair and a representative from each grade. Choir Council will meet on the first available Monday of each month, after school in the choir room. They will be charged with planning social events, concert and event set up/clean up, buddy program events, etc, and will be a liaison between their choir and the choral director.

Choir Council leaders will be involved in helping substitutes to take attendance, running sectional rehearsals, taking attendance at concerts, and introducing their choir at Concerts and Events.

## Varsity Letter/Pin

Students have the opportunity to earn points throughout the year by participating in various aspects of our choral program, auditioning for state and district events, and by being involved in their choir here at school. Points are submitted at the end of the year. Students who earn 100 points are awarded their Varsity Letter, and are given a pin for each subsequent year they earn enough points.

## Student and Parent Acknowledgement Page

Student Name: $\qquad$ Choir: $\qquad$

Please return this signature page, along with any other fees and forms by September $18^{\text {th }}, 2015$.
I have read and understand the following documents, policies, and procedures. Student and parent/guardian should initial each line below:

| Student | Summary of course description and policies | Parent/ <br> Guardian |
| :--- | :---: | :--- |
|  | Uniform policy for all performances |  |
|  | Required rehearsal and performance calendar for entire school year |  |
|  | Notice of uniform fees. Please return payment by Sept. 18 |  |
|  | Notice of class fees. Please return payment by Sept. 18 <br> online and included in school registration packet) I understand that if my student is <br> eligible for Federal Free and Reduced-Price Meals program, I must sign and return <br> the aforementioned form in order for my student to receive reduced or waived fee <br> for chorus |  |
|  | I give my student permission to be photographed for inclusion on our website and <br> social media accounts. No student names will be posted along with pictures. |  |

I understand that I am required to participate actively in all concerts and rehearsals, and that my attendance and compliance with the uniform code will be reflected in my grade.

Student signature
date

I will work to the best of my ability to help my student meet the above requirements of the course. I will contact the teacher if there are any questions, problems, or concerns.
Parent/guardian signature
date

Student Name: $\qquad$
$\qquad$

## 2015-2016 Choir Packet

Please ensure that you have first reviewed the Choral Department handbook, and made note of important dates and changes to procedures before signing and returning the items below.

Please return the entire packet to Mrs. Pierce by FRIDAY, SEPTEMBER 18.

The following forms are for Choral Department use only, and are important to ensure that we are able to communicate with students and their families regarding choral activities.

Student Information
$\square$ STUDENT AND PARENT ACKNOWLEDGEMENT FORM

- CHOIR STUDENT INFORMATION SHEET
$\square$ FEE ORGANIZATION FORM—Make check payable to Westfield High School
- TAG DAY FIELD TRIP FORM
$\square$ FCPS EMERGENCY INFORMATION FORM - You may include a copy of the Form turned into the clinic/main office. This form is required because there are mandatory course activities that exist outside normal school hours, such as concerts and special events.


# * Original form included 

## Student and Parent Acknowledgement Page

Student Name: $\qquad$ Choir: $\qquad$

Please return this signature page, along with any other fees and forms by September $18^{\text {th }}, 2015$.
I have read and understand the following documents, policies, and procedures. Student and parent/guardian should initial each line below:

| Student | Summary of course description and policies | Parent/ <br> Guardian |
| :--- | :---: | :--- |
|  | Uniform policy for all performances |  |
|  | Required rehearsal and performance calendar for entire school year |  |
|  | Notice of uniform fees. Please return payment by Sept. 18 |  |
|  | Notice of class fees. Please return payment by Sept. 18 <br> FCPS Consent to Share Information for Benefits for Other Programs form (found <br> is eligible for Federal Free and Reduced -Price Meals program, I must sign and <br> return the aforementioned form in order for my student to receive reduced or <br> waived fee for chorus |  |
|  | I give my student permission to be photographed for inclusion on our website and <br> social media accounts. No student names will be posted along with pictures. |  |

I understand that I am required to participate actively in all concerts and rehearsals, and that my attendance and compliance with the uniform code will be reflected in my grade.

## Student signature

I will work to the best of my ability to help my student meet the above requirements of the course. I will contact the teacher if there are any questions, problems, or concerns.

## 2015-2016 Choir Student Information

| Student Name: | Student e-mail: |
| :---: | :---: |
| Student cell: | Home Phone: |
| Choral Ensemble: | Student Employer: |
| Student Subschool: | Student Counselor: |
| Parent(s)/Guardian Name(s): |  |
| Parent/Guardian 1 work/cell: |  |
| Parent/Guardian 1 email: |  |
| Parent/Guardian 2 work/cell: |  |
| Parent/Guardian 2 Email : |  |
| Student's Primary Home Address: |  |
| City:___ | Zip: |
| Athletics: $\qquad$ (Please list coach) |  |
| Extracurricular: |  |

To the best of my knowledge, the above information is accurate and up to date. I will inform Mrs. Pierce and/or the Choral Boosters should information need to be updated. I understand that information will only be used for Choral Department and Choral Booster activities and will not be shared or publicly posted.

Student Signature: $\qquad$
$\qquad$

## Westfield High School Choral Department Fee Organization Form

Please refer to page 8-9 of the Choral Department Handbook for detailed information about the fees collected. This form is to help us keep track of and organize all fees paid. Fees may be combined into one check, or written separately for your convenience. Fees are due September $18^{\text {th }}$.

Please make checks out to "Westfield High School," with student name and "Choir Fees" in the Memo Line. Checks should be placed in the Lockbox outside Mrs. Pierce's office.

I am including the following fees:

\$50 Choir Course Materials Fee All Students
\$59 Girl's Uniform Fee(Concert Dress) Female students new to the program
\$36 Boy's Uniform Fee 1(Partial Tux) Male students new to the program
\$96
Boy's Uniform Fee 2 (Full Tux)
Male Students new to the program

I wish to use money leftover from the 2014-2015 school year to cover all or part of this year's fee. Amount: $\qquad$

I am unable to pay fee and/or for concert attire at this time. Student will set up a meeting with Mrs. Pierce to discuss payment options.

Student Name: $\qquad$

Parent Name: $\qquad$

Parent Signature: $\qquad$ Date: $\qquad$

## PARENTAL AUTHORIZATION

## AND ACKNOWLEDGEMENT OF RISK FOR FIELD TRIP

(This form and an attached field trip description are required for all field trips.)
IMPORTANT DIRECTIONS: (1) Use one form per trip, (2) Complete the school portion (top half) of form, (3) Duplicate one form per student, and (4) Send a copy home for parent and student signatures.

Date(s) of Trip
Destination
September 26, 2015
Neighborhoods Surronding Westfield High School
Purpose
Tag Day - Music Booster Fundraiser

## SUPERVISION (Check one.)

Students will be directly supervised by adults on this trip at all times

TRANSPORTATION BEING PROVIDED (Check all that apply.)

| $\square$ Walking | $\square$ School Bus | $\square$ Commercial Carrier | $\square$ Personal Vehicle |
| :--- | :--- | :--- | :--- |
| $\square$ Leased Vehicle | $\square$ County Vehicle | $\square$ None |  |

DRIVERS OF PRIVATE OR LEASED VEHICLES (Check all that apply.)
$\square$ Student $\square$ Parent
$\square$ Teacher or Staff Member
Other Adult
VEHICLE TYPE (Check all that apply.)
$\square \mathrm{Car} \quad \square \operatorname{Van}\left(10\right.$ passenger or less) $\quad \square \mathrm{SUV} \quad \square$ Other $\frac{(\text { Specify })}{}$

## RISK RELATED (Check all that apply.)

$\square$ Swimming Pool $\quad \square$ Amusement or Theme Park $\quad \square$ Beach or Ocean $\quad \square$ Other

## STOCK EPINEPHRINE (Check one) $\square$ Will be available on this trip $\square$ Will not be available on this trip

## Pupil Agreement

While participating in this field trip, I will accept responsibility for maintaining good conduct and appearance, and $I$ will follow directions at all times.

Signature of Student
Date

## PARENTAL AUTHORIZATION AND ACKNOWLEDGEMENT OF RISKS

I understand that participation in this field trip is voluntary, that it is not required, and that it exposes my child to some risk(s). I also understand that the trip may include amusement activities and that participation in any amusement activities will expose my child to some risk of injury or even death. I have read and understand the description of the field trip (attached) and authorize my child to participate in the planoed components of the field trip to the extent indicated by my signature below. I also understand that participation in the field trip will involve activities off school property; therefore, neither the Fairfax. County School Board, or its employees and volunteers, will have any responsibility for the condition or use of any nonschool property.

PARENT PERMISSION (Check all that apply.)
$\square$ Participation in all aspects of this trip.
$\square$ Participation in all aspects of this trip, except the amusement and theme park activities.Participation in all aspects of this trip, except the water-related activities.
I give permission for $\qquad$ to participate in this field trip.

## Signature of Parent

IMPORTANT NOTICE Fairfax County Public Schools (FCPS) cannot be responsible for reimbursements to parents or students of money submitted as advance payment (e.g., for Broadway shows, transportation, or hotels) for any field trip that FCPS cancels. It is strongly recommended that you personally review any tour company's or commercial carrier's contract, including its stated refund policies, BEFORE

## EMERGENCY CARE INFORMATION

in case of an emergency, the school staff will contact 911.
Every attempt will be made to contact a parent, a guardian, or a designated emergency contact.

| STUDENT INFORMATION |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Last: | Middle: |  | Date of Birth: | $\square^{F}$ Grade: |  |  |
|  |  |  |  |  |  |  |
| School Name: | ID No.: | Teacher or Counselor: |  | Bus \# (AM): |  | Bus \# (PM): |
| Siblings attending the same school (complete if applicable). <br> Name(s): $\qquad$ <br> Name(s): |  | Primary Internet access in the home for this student is$\square$ Cellular $\square$ Broadband $\square$ Other $\square$ None $\square$ Declined Do you have a device for this student to use that meets their educational needs? $\square$ Yes $\square$ No $\square$ Declined |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |



## MEDICAL ALERT INFORMATION ON FILE

This space reserved for system printing of Health Information

PHYSICIAN INFORMATION
My child's medical care is provided by: $\qquad$ -
(name of doctor, clinic, or HMO)
(telephone)
Does your child have health insurance? $\square$ Yes $\square$ No

If yes, medical coverage is provided by:
(health insurance company, assistance program, HMO, etc.)
(telephone)
First aid and emergency treatment will be provided to students in accordance with the current version of FCPS Regulation 2102 or in accordance with the student's individualized health plan.
$\qquad$ DATE: $\qquad$


## CURRENT HEALTH CONDITIONS

$\square$ heart problems (be specific) $\qquad$
$\square$ seizures
$\square$ vision problems (be specific)
$\square$ glasses $\square$ contacts
$\square$ other (be specific)

List all medications and dosages your child receives on a continual basis:
$\qquad$
$\qquad$
$\qquad$

## MEDICAL ALERT INFORMATION ON FILE

## This space reserved for system printing of Health Information

## PHYSICIAN INFORMATION

My child's medical care is provided by: $\qquad$
(name of doctor, clinic, or HMO)
(telephone)
Does your child have health insurance? $\square$ Yes $\square$ No

If yes, medical coverage is provided by: $\qquad$ (telephone)
First ald and emergency treatment will be provided to students in accordance with the current version of FCPS Regulation 2102 or in accordance with the student's individualized health plan.
$\qquad$

## Westfield High School Choral Boosters Organization



Westfield High School Choral Boosters is a non-profit organization. Its purpose is to promote and encourage community/area support of the Westfield High School Choral Program by providing volunteer and financial support. Additionally, the Choral Boosters administer a robust senior choral student scholarship program.

Membership in the Choral Booster organization does not require active participation or regular attendance at monthly meetings, though both are encouraged. Choral Booster membership forms and information can be found at www.westfieldhschoral.org.

Ad hoc committees are developed throughout the school year. These will present many opportunities for volunteerism. The majority of these opportunities are made available at meetings or via e-mail communications. To receive regular information about choral volunteer opportunities, please be sure to include a current e-mail address when completing your registration forms at the start of the school year.

The Choral Boosters truly appreciate any assistance parents are willing to provide in support of the choral program! If you have more questions about how you can become involved with the Westfield High School Choral Boosters, contact Mrs. Joanna Dietz, President.

## Choral Booster Board of Directors

Mrs. Joanna Dietz, President
Mrs. Cindy Schelhorn, Vice President
Mrs. Meg Kilgannon, Secretary
Mr. Dave Gerlitz, Treasurer
president@westfieldhschoral.org vicepresident@westfieldhschoral.org
secretary@westfieldhschoral.org whschorusmoney@hotmail.com

Choral Program Website: www.westfieldhschoral.org

## Change in Fee Collection:

Please note the change in Fee Collection this year. All checks may be turned into the Lockbox in the Chorus Room. There is a difference between Choral Boosters and Choral Department. Please review pages 8-9 in the Choral Handbook for more information.

| Who? | What? | Make Check Out To: |
| :--- | :--- | :--- |
| Choral Boosters | Booster Membership, special events, donations | WHS CBI |
| Choral Department | Course Fees, Uniforms, material expenses, trip fees | Westfield High School |

## Tag Day and Other Fundraisers

The Westfield High School Choral Program requires financial resources in order to provide for the material needs of a superior program. Though Fairfax County Public Schools is generous, many of the resources that make the program function are not covered. The Choral Booster Organization works diligently to fill this financial gap through its membership and fundraising efforts. In addition, one of the highlights of the choral year is the annual Spring Trip, which students must pay for individually if they wish to participate. For all of these reasons, fundraising activities are coordinated by the Choral Boosters for the benefit of the choral program and the students who participate in these opportunities.

Tag Day is a Music Department fundraiser shared by the band, chorus, orchestra, and guitar programs. This year's Tag Day is Saturday, September 26, 2015. All music students at Westfield are expected to participate in this event, or contribute to the event by volunteering for one of the pre-Tag Day Activities such as Driver Meetings or Packet Stuffing. On Tag Day, students meet at the school and are assigned routes within the Westfield community. They work in teams of no less than four, and each team is supervised by a parent volunteer/driver. Teams are trained how to politely and effectively request donations from our neighbors within the community.

Each year, the music department raises approximately $\$ 30,000$. The proceeds are divided among the four music programs based on the percentage of student participation. In other words, the more choral students who participate in Tag Day, the more money Chorus will receive from the total proceeds. We are also always in critical need of parent drivers for the event.

## Tag Day is September 26th. Save the Date Now!

## Tag Day - Long and Short of it:

$\sqrt{\int}$ All Band, Choir, Guitar, and Orchestra students are expected to either participate on the day off Tag Day, or in one of the alternate activities (meetings, packet stuffing, set up, etc).
$\mathcal{J}$ There are alternate activities on the DAY OF that do not involve actual fundraising
$\int$ Students must participate on a team, 2 alternate activities, or one activity for 4 hours in order to received credit/be counted in the final Tag Day numbers
d Lots of parent volunteers are needed in order to make this day a success
$\mathcal{J}$ In order for Choir Students to earn a Varsity Letter or Pin, they must have fulfilled the Tag Day requirement by Team participation or alternate activity.

## WELCOME TO THE 2015-2016 WHS CHORAL BOOSTERS

Westfield High School Choral Boosters, Inc. is a non-profit organization supporting the Westfield High School Choral Department. Our mission is to promote and encourage support of the program and provide financial assistance and services that enhance the choral program. Additionally, the Boosters are committed to providing a robust scholarship program. Westfield High School Choral Boosters, Inc. is a 501 (c) 3 non-profit organization and your donation is tax deductible*. Westfield High School Choral Boosters, Inc. welcomes corporate sponsors and is eligible for corporate matching programs.

We offer a level of membership for everyone, so please join us today. Your membership (one per household) entitles you to attend and participate in our monthly Booster meetings, recognition by name in all choral concert programs and a thank-you gift of your choosing. Those who contribute at higher membership levels receive additional privileges as defined below:
\(\left.\begin{array}{lll}Silver \& \$ 10-\$ 49 \& One thank-you gift PLUS name in all programs <br>
Gold \& \$ 50-\$ 99 \& same as Silver PLUS 2 <br>

nd thank-you gift\end{array}\right]\)| Platinum | $\$ 100-\$ 249$ |
| :--- | :--- |
| sirector as Platinum PLUS 3rd thank-you gift |  |
| Patron | $\$ 250-\$ 499$ | | same as Platinum PLUS Choir short-sleeve t-shirt |
| :--- |
| same as Platinum PLUS 2 ${ }^{\text {nd }}$ Choir short-sleeve t-shirt |

Thank you for your support!
Westfield High School Choral Boosters, Inc. Membership - 2015-2016
NAMES $\qquad$ STUDENT NAME $\qquad$
STREET $\qquad$ CITY $\qquad$ ZIP $\qquad$
E-MAIL $\qquad$
HOME PHONE $\qquad$ CELL $\qquad$

MEMBERSHIP LEVEL (see details above)

| see details above) | - |
| :--- | :--- |
| $\square$ Silver | - |
| $\square$ Gold | - |
| $\square$ Platinum |  |

$\square$ Director
$\square$ Patron $\square$ Other (\$ $\qquad$

THANK-YOU GIFT: Please indicate \# of gift(s) based on Membership Level.

 Chamber Singers Show Choir
Westfield Choir t-shirt (Director/Patron Level Supporter will be contacted for size needed.)

Thanks! No gift needed.
*less actual cost of item (decal \$2.50; cling \$2.50; magnet $\$ 2.50$; t-shirt $\$ 8$ ).

Please deliver or mail this form, along with your check or money order payable to WHS CBI, to: WHS Choral Boosters Membership, Westfield High School, 4700 Stonecroft Blvd, Chantilly, VA 20151
$\qquad$ .


## PARENT VOLUNTEERS NEEDED FOR THE 2015-2016 WESTFIELD HIGH SCHOOL CHORAL PROGRAM!

This coming school year is filled with many wonderful and exciting events that your student(s) will have the opportunity to experience. Equally important, you, as a parent, will have the opportunity to participate in the success of the program. The WHS Choral Department has achieved a reputation for excellence, which is on display throughout the year at various events both locally and regionally. The high quality of the performances both seen and heard on the stage is directly due to the efforts and talents of the dedicated and professional faculty, along with the exceptional and gifted students. However, these events could not take place, or be the success that they are, without the many dedicated parents who work behind the scenes to help plan and organize the events and ensure that the events are successful.

There are several fundraising activities throughout the year that will raise much-needed funds for the Choral Department (and the students) and for which significant volunteer assistance will be needed.
Being a part of your child's WHS Choral experience will give you the opportunity to be involved in their activities throughout the school year, as well as the satisfaction of being a part of a successful program or event. Your student(s) can earn up to 10 points toward their Choir Varsity letter or pin through your volunteer efforts!!

Thank you for your support!

## WHS Choral Department Volunteer Form - 2015-2016

NAMES $\qquad$ STUDENT NAME $\qquad$
STREET $\qquad$ CITY $\qquad$ ZIP $\qquad$
E-MAIL $\qquad$
HOME PHONE $\qquad$ CELL

Please indicate with an " X " any/all areas in which you are interested in helping.

| Year Long Positions Available: | - | Booster Co-President <br> Booster Co-Vice President | - | Concert Videographer <br> Concert Photographer |
| :--- | :--- | :--- | :--- | :--- |
| As Needed: | - |  | Spring Trip Assistant |  |

Fundraisers and Events:


