

Hudson High School

Choir Handbook

2021-2022



Good is not
acceptable, if better is
possible.

Welcome to the Hudson High School Choral Music Program. I sincerely hope your student's membership in the choir will increase his/her love for singing, learning music, and contributing to positive traditions. If he/she takes full advantage of the opportunities provided in this choral program, he/she will have a

musical experience that will enrich their personal life, their school, and will provide him/her with many hours of pleasure and growth after graduation and beyond. Thank you for encouraging them and supporting them as part of our choir family. Let's have a great year!

Included in this handbook please find the information you will need for the upcoming 2021-2022 school year:

- Choral Objectives
- Choir Department Calendar
- Concert Attire
- Rehearsal Skills and Expectations
- Etiquette and Procedures
- Grading and Transportation Policy
- High School Choir Officer Information
- Communication Information
- Music Booster and Parent Volunteering Opportunities
- Hudson High School Choir Varsity Letter System

I'm looking forward to a year of building wonderful memories with the HHS Choirs. Please feel free to contact me at any time during the year with questions, concerns, or words of encouragement.



Thank you,

Jacob Moore
Director of Choirs
Hudson High School
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moorej@hudson.k12.oh.us

Choir Dates:

Please check hudsonhighchoirs.com for all dates for the 2021-2022 school year

The following performance dates are required by all choir students to attend. These dates are also included on the Choir Calendar posted on the Google Classroom, as well as the school website calendar. Dates are subject to change and field trips and events may be added with notices sent home in advance.



Performance Attire

All students are responsible for concert attire when it is in their possession. Students will be assigned a choir outfit to use throughout the school year. Gentlemen will be given a tuxedo ensemble, while Ladies will be given a dress; each with a garment bag. It is the student's responsibility to ensure that school-owned attire is returned safely at the end of the year. That means that students will be responsible for taking their outfits to and from performances. Lost, stolen, or costs associated with damaged school property is the responsibility of the student.


Women's Concert Attire:

- Marlesa Dress (Provided to Student)
- BLACK Shoes (may be heels or flats, preferably flats)
- NO TENNIS SHOES
- Minimalistic jewelry (ie. stud earrings, simple chain necklace)
- Hair pulled back from face

Men's Concert Attire:

- Tuxedo Ensemble (Provided to Student)
- Includes: Tux pants, jacket, shirt, cummerbund, & bow tie
- BLACK DRESS SHOES
- NO TENNIS SHOES
- Minimalistic jewelry (ie. stud earrings, simple chain necklace)
- Hair pulled back from face

Students will be asked to pay a \$20.00 rental fee to be paid during uniform fitting day or sometime throughout the first few weeks of school. Cash or check is acceptable. Checks should be made payable to HHSMA (Hudson High School Music Association). Fee is NOT able to be paid online. Money will be collected by Mr. Moore.



Materials Required


The following materials will be required for everyday class rehearsals and performances:

1. Pencil: Bring one everyday! This will be checked during attendance. Those without a pencil will be required to perform a solo in class.
2. Music: Individual student scores will be provided. Students should have their own music at the start of each rehearsal to make necessary notes in. This will be checked during attendance. Music will also be posted in the Google Classroom page for the HHS Choirs so students can keep their music in the choir room and still review their music at home. Those without their own music will be required to perform a solo in class.
3. School issued iPad: This will be used for performances that do not require memorization. Students are required to bring their iPad to class every day because sheet music will be distributed this way in order to access sheet music. Students can print the music out if they'd rather have a physical copy, however, Mr. Moore will not provide a physical copy.
4. Students will be graded each and every day on attendance, participation, class readiness. This will be on a weekly basis.

General Expectations

The success of a choir depends on how it rehearses. How it rehearses depends on the conduct and cooperation of the student. Rehearsals are the place to experiment musically and to correct mistakes. The less individual distractions, the greater your contribution is to the choir. Be patient, attentive, careful, and cooperative in observing these rehearsal expectations. Discipline, as opposed to directing, leads to an unproductive rehearsal. Good behavior, attitude and self-discipline are essential to producing a great choir. If you are successful, the choir is successful.

Remember the four main rules:

1. Show Up
 2. Pay Attention
 3. Tell the Truth
 4. Don't Be Tied to the Outcome
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As well as:

- Be positive
- Be kind
- Be prepared for all rehearsals, performances, and events - this means having a pencil and your music for all rehearsals, performances and events.
- Try your best
- Respect yourself, others, and property/equipment
- Be on time for all rehearsals, performances, and events
- Refrain from chewing gum, eating, or drinking (aside from water) during all rehearsals, performances, and events
- Abide by all other school policies, including the dress code, behavioral, and cell phone policy

Performance Etiquette

Audience Etiquette


Detailed below is proper audience etiquette for performances:

- Clapping is the appropriate way to show appreciation for the performance rather than whistling or cheering. Please remain applauding until the entire group is on stage. When applause stops during the middle of the group entering the stage, it makes everything feel extremely awkward.
- Parents should keep small children seated with them and not allow them to move around during the concert. If very young children become restless and disrupt others' ability to listen, please take them from the performance area until they are quiet.
- Enter the auditorium quietly. Once you have been seated, be alert to activity on the stage as the musicians take their place for the concert. You may talk softly while you are waiting. Do not talk or make noises during the performance. It can be very distracting to the performers.
- When the conductor enters, it is customary to applaud politely. Whistling, yelling, or screaming is not appropriate at any time before, during, or after a concert.
- Sit quietly during the performance. Never stand or move around while music is being performed. It distracts listeners around you, as well as the performers.
- If you must get up to leave during a concert for any reason, do so only at the end of a group's performance or between pieces, when the audience is applauding. Also return to your seat only between numbers. It is best if you stay for the entire concert.

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- It is impolite to talk, or even whisper, while the music is being performed. Listeners and performers are also distracted by sounds from programs, candy wrappers, jewelry and other objects. Remain still, and be thoughtful of others by talking or making sounds only between numbers.
 - It is impolite to wear hats or caps during a concert.
 - It is impolite to eat or drink refreshments during a concert.
 - Always say “excuse me,” if you must pass in front of someone while going to or from your seat.
 - Watch the conductor when the music stops to decide whether or not to applaud. Some musical works have several parts or movements and the audience is expected to applaud only after all movements have been performed.
 - Cell phones should be turned off or to mute. Watches set to beep on the hour should also be turned off. Listening to ipods or playing games during the performance is impolite to the performers.
 - Please use discretion in taking photos. Flash photos during a performance are extremely distracting for all.

Performer Etiquette

Detailed below is proper performer etiquette:

- While on stage, act as professionally as possible. If mistakes are made, make every attempt not to call attention to it.
 - Sing your best.
 - Dress appropriately.
 - Do not wave or talk to performers or audience members.
 - Help others by setting a good example. Stay quiet between songs. Keep focused.
 - Sit or stand quietly with hands and feet to yourself, listen and learn.
 - Stay in one place, stand still with hands to side.
 - Show appreciation for the efforts of other groups. Be respectful.
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Concert Absence Procedures:

Vocal music is a performance-based subject area. Therefore, concerts are the ideal way of displaying this talent to an audience. It is imperative that all students in the ensemble attend the performance so that the full potential of the performing group can be realized. Remember that concerts are our summative examinations for each quarter. Concerts and rehearsals cannot be made up and no alternative assignments will be given for unexcused absences.

Absence from a performance without well in advance, prior approval will be deemed unexcused unless one of the following conditions are met:

- Severe illness (A signed doctor's note is required for this condition)
- Death in the immediate family
- Emergency situation

Conditions that will not be accepted as excuses include, but are not limited to:

- Work schedules
- Vacations
- Non-emergency appointments
- Athletic events
- Community events

If there is a known conflict with an event, let the director know well in advance! School conflicts can usually be worked out as long as attention is brought to the conflict as soon as possible. (Months before, not days before). This handbook may not cover every possible situation. Circumstances not explicitly listed above will be subject to the director's discretion in accordance with all applicable district policies.

Those students who miss a concert will be asked to video themselves singing a portion of each song, to prove that they have been learning the songs in class.

Mr. Moore's Attendance Policy:

Choir Performance > Athletic Practice

Choir Rehearsal < Athletic Game

Choir Performance & Athletic Game = Need to be worked out between student/teacher/coach(es)

Transportation Policy

Students are required to attend all performances and trips throughout the year. They are also required to ride school transportation when provided. The only exceptions to this are extenuating circumstances cleared with Mr. Moore well in advance. The appropriate school district transportation paperwork must be filled out and submitted to the office ahead of time. Students may be signed out by a legal parent/guardian on the way home from any trips/performances.

Students are responsible for arranging their transportation to and from the school for extra rehearsals or trips. Not having a ride is not a valid excuse, as all performance dates are provided in the handbook.

Grading Policy



Choir is a performance-based class. Students earn grades by performing in rehearsals as well as concerts. Students will earn grades in the following areas:

- Daily Participation: Attendance, Preparation, Behavior - 20%
- Written Assignments: Worksheets, Concert Reviews, Research, Translations - 30%
- Performance Participation: Concert/Performance Attendance, Preparation, Behavior - 50%

Letter grades will be assigned according to the scale adopted by the school district.

Students and parents may inquire at any time about the status of a participation grade for the students by logging into SunGuard. Repeated behavior infractions will result in a conference with the student and/or parents/guardian and a phone call home, with an office referral if behavior continues.

*Please note: Students may be videotaped and/or audio-taped in class and in performance for teaching, evaluating, and publicity purposes.



High School Choir Officers

A successful choir program requires student leadership and a culture of committed singers who consistently exhibit character and a strong work ethic. As we strive to build an outstanding choir program at HHS together, serving as a Choir Officer is your chance to help the choir attain musical, personal, and organizational excellence, to bring your own input and influence to the choir's various activities, to advocate for the choir within the school community, and to help build a positive and supportive student culture within our choir and school.

Participation as a Choir Officer is something that you can put on college, scholarship and job applications, and be proud of the contribution that you make - you will be actively contributing to something bigger than yourself.

A choir student leader should be:

- academically strong
- a self-starter and hard worker
- a creative problem solver
- an advocate for the choir program
- have a great attitude at all times.

Officers are expected to attend ALL choir functions. They should be proactive about anticipating work that needs to get done, and either volunteer for it or delegate choir members to do it. Choir officers are advocates for the choral program among the HHS student body, and the Hudson community.

2021-2022 HHS Choir Officers:

President: Emma Archer

Vice-President: Megan Archer

Secretary: Tenley Stitzer

Public-Relations Team: Katie Heckroth & Reggie Shaffer

Application

Choir officer appointments are made in the last few weeks of the school year. Depending on the interest and applications, elections may occur.

An application will be posted on the Google Classroom



Choir Officer Job Descriptions


All Officers

- Always do the right and proper thing
- Establish a choir culture that is hard-working, supportive, and fun-loving
- Display leadership qualities in and out of class
- Demonstrate appropriate behavior at all times
- Guard against gossip and expressions of negativity
- Attend choir officer meetings when necessary
- Come early and leave late at all choir events and concerts
- Help to plan all choir parties, events, awards banquet, etc.
- Monitor “backstage” before concerts
- Communicate promptly and often with Mr. Moore
- Ask Mr. Moore if there is anything you can do to help

President

- Behaves perfectly in every way, realizing that everyone is watching, a model choir student
- Attends music booster meetings if/when needed
- Choir representative/spokesperson at any school event that needs one
- Responsible for delegating to set up/clean up crew at all concerts
- Helps gather volunteers for all choir/booster events
- Helps with junior high/elementary concerts whenever possible
- Mr. Moore’s #1 sounding board for ideas on improving the choir program
- Plans Fun Friday games
- In charge of overseeing productivity of rehearsal when Mr. Moore is absent
- Works with secretary and Mr. Moore to set meeting agendas
- Thinks ahead, knows what needs to be done and takes initiative
- Helps all other officers with their jobs as needed.

Vice-President

- Behaves perfectly in every way, realizing that everyone is watching, a model choir student
 - Fills in for president upon absence
 - Assists president in delegating to set up/clean up crew at all concerts.
 - Assists president in finding volunteers for choir/booster events
 - Assists President in representative/spokesperson duties
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- #2 sounding board for Mr. Moore for ideas
 - Helps with junior high/elementary concerts whenever possible
 - Assists president in planning fun Fridays
 - In charge of overseeing productivity of choir rehearsals in absence of Mr. Moore and choir president
 - Thinks ahead, knows what needs to be done and takes initiative
 - Helps all other officers with their jobs as needed.


Secretary

- A neat and organized person.
- Takes attendance at all rehearsals, concerts, and trips
- Notes how many are absent and puts music/handouts/forms in appropriate folder slots.
- Works with president to write agenda for officer meetings
- Does any written correspondence, thank-you notes, etc.
- Collects forms, permission slips, sign up sheets, etc.
- Updates whiteboard with daily announcements
- Responsible for updating classroom calendar.
- Helps new students log onto both Google Classroom and Remind
- May be asked to jot down reminders for Mr. Moore
- Responsible for letting President or VP know to take attendance if absent.

Publicity/Communications VP

- Takes photos at all choir concerts/events
- Makes flyers/posters/FB events for all choir concerts/events
- Helps advertise choir concerts/events
- Make FB event at least two weeks before each concert/event
- Make sure all concerts and auditions are advertised on school announcements
- Delegates helpers to create bulletin boards throughout the year
- May decorate classroom

Section Leaders

- Can hold another choir council position as well
 - Behaves perfectly in every way, realizing that everyone is watching, a model choir student
 - Responsible for knowing their music perfectly (can use online recordings to do so), asking questions when necessary
 - Reports problem spots to Mr. Moore before or after rehearsals
 - Helps other members of their section outside of class when needed
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- Runs sectionals whenever asked
 - Able to run warm ups when needed
 - Able to assist the President and Vice President in running rehearsal when Mr. Moore is absent

Communication

With so many opportunities that the chorus has this year, communication towards these opportunities will be important and shall be communicated in the following manner:

1. Online school calendar found at [hudsonhighchoirs.com](https://www.hudsonhighchoirs.com)
2. E-mails and Phone interaction
3. Facebook posts (search and like Hudson High School Choir; <https://www.facebook.com/HudsonHighSchoolChoir/>)
4. Google Classroom
5. Remind 101
 - Men's & Women's Choir - [SIGNUP](#)
 - Chamber Choir - [SIGNUP](#)
6. Papers sent home

Google Classroom

Stay connected to the classroom and to assignments and events! Students are required to join the Google Classroom. On the classroom will be posted details of assignments, enhancement videos, discussions, reminders, etc. Students can turn in assignments via the classroom, engage in discussion, check grades, and contact me. Students can connect from their Chromebooks, home computer, and/or download the app onto devices. I recommend downloading the app for free from your app store to get update notifications sent directly to your phone or device.

To get connected to the Google Classroom:

1. Go to <https://classroom.google.com/>
2. In the upper right hand corner of the screen, click on the "+" icon
3. Click "Join class"
4. In the box, type one of the following codes
5. Hudson High School Choir

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- Women's & Men's - roj4xjc
 - Chamber - ts3tzds
6. Read messages, posts, and submit assignments!

Remind101

Both parents and students can (and must!!) get connected to Remind101. It's a free communication tool that helps teachers connect instantly with students and parents by allowing quick, simple messages to any device (non-smart phones included!). The purpose is to provide students with timely reminders of assignments or upcoming quizzes/tests, concerts, and events. These messages travel one-way only, from the teacher to students and/or parents; you cannot respond to texts and there will not be an on-going conversation of any kind. It is very safe and effective. Parents, I encourage you to sign up for these messages along with your child so that you can stay up to date with what is happening in our class. I personally recommend connecting through text or through the app, however there are multiple ways to connect detailed below:

There are 3 ways to receive messages on Remind. You can receive messages via text, email, or push notification (or any combination of these). To join a class on Remind, you have lots of options! You can sign up directly via text/email, head to the website, or download the Remind app.

To join online:


1. Remind 101
 - Men's & Women's Choir - [SIGNUP](#)
 - Chamber Choir - [SIGNUP](#)

If all else fails:

1. Give your desired email or phone number to be utilized to Mr. Moore.
2. He will add you directly through your preferred means.

Facebook

Like us on Facebook! Search and like "Hudson High School Choir". Look for updates, posts, videos, events, and student accomplishments posted on our page.



Music Boosters

The Music Boosters typically meet the second Wednesday of each month at 7:00 pm in the Choir Room (D100). The boosters are an integral part of funding extra curricular and enhancement opportunities for our students. Please consider joining us and making a difference for your child and for our students. All are welcome and participation is needed!

Parent Volunteers


There are several opportunities for parent volunteers throughout the year. Please consider donating time or resources, as help is hard to find throughout the year. Some ways parents can volunteer include, but are not limited to:

- Provide water/snacks at after school rehearsals or before trips
- Supervise students backstage if needed at concerts
- Fundraise
- Fit Uniforms
- Repair choir uniforms
- Accompany/play piano
- Arrange carpool rides
- Chaperone trips
- Attend concerts
- Take pictures and archival recordings at concerts
- Design apparel
- Become a member of the music boosters
- Publicize concerts
- etc.

Please let me know if your parent/guardian would like to volunteer in any of these ways.

Hudson High School Choir Varsity Letter System

Under this system, students participating in the Hudson High School Choir Program have the opportunity to earn a varsity letter for outstanding musicianship and dedication. Requirements vary by grade level as indicated. All letters will be awarded at the spring concert.



In order to letter as a SENIOR, the choir member must participate in four (4) years of choir or earn 1 point

In order to letter as a JUNIOR, the choir member must earn 3 points

In order to letter as a SOPHOMORE, the choir member must earn 5 points

In order to letter as a FRESHMAN, the choir member must earn 6 points

Activities and Points:

All activities require successful completion within the same school year.

Points do NOT roll over from one school year to the next.

Those activities with a (2) are worth 2 points for FRESHMAN and SOPHOMORES only. The truly exceptional and dedicated musician warrant the bonus point as indicated.

Chamber Choir (2)

Women's Choir

Men's Choir

Vocal Impact

Spring Musical

OMEA Solo & Ensemble (must earn a I or II rating)

 Class A (2)


 Class B/C

Youth Choirs: Cleveland Orchestra Youth Chorus, Hudson Community Chorus, Summit Choral Society, Cleveland Singing Angels (age limit 16).

Private Lessons: Requires time log and private teacher approval

Successful completion of the above activities must include academic enrollment in Hudson High School Choir, attendance at all scheduled performances, rehearsals, and competitions. Excused absences from said activities are granted due to illness, death in the family, marriage in the family, or pertinent family emergency.

Once awarded, a letter may not be revoked with the exception of a member exiting the choir program during the school year.



A director or representative majority party of choir members may propose amendments to this document. A majority (51%) of all members and directors is required for an amendment to this system.

Ratification of this document and system requires a favorable vote of fifty-one percent (51%) of all current members and directors in writing to accept this document as stated in its entirety. Upon ratification, the letter system will begin immediately.

Thanks for being a part of the Hudson Choral Department. Please remember that the Choral Handbook, Concert Dates, and other important information are always available on the Google Classroom, and the Hudson website school calendar.

