



**Everman High School Choral Department
Handbook 2020-2021**

**Joshua J. Ezell
Director of Choirs**

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WELCOME!!!

Everman High School Choir Parents and Students,

It is a pleasure to welcome you to the 2020-2021 Everman High School Choir Program! I look forward to the opportunity to work with each of you in the upcoming year. With the help of all choir students and parents, we will have a very productive and meaningful year. Enclosed, you will find Everman Choir rules, policies, and a host of other useful information. The separate sheets given with this handbook are each student's permission slip for the year, and an agreement by each student and parent to abide by the choir departments handbook. Also included in a separate sheet is a volunteer page for parents who wish to help with choir activities this year by chaperoning, helping with fundraising, etc. This year is going to be full of excitement and success. I look forward to working with each of you this year!!

Sincerely,

Joshua J. Ezell
Director of Choirs
Everman, Joe C. Bean High School

CHOIR STUDENT CODE OF CONDUCT

Classroom Procedures

Entering into Classroom

1. Students put away all personal items (backpacks, purses, phones, etc) as they walk in. All items belong along the wall nearest the door.
2. Students gather their choir folders and sharpen their pencils if needed.
3. Students sit in their assigned seats and start working on the theory assignment for the day (assignments will be kept in their choir folders and turned in collectively on Fridays).

ONCE A STUDENT ENTERS THE ROOM, THEY ARE NOT ALLOWED TO LEAVE FOR THE RESTROOM UNTIL AFTER SIGHT READING IS DONE.

Class Time

1. Once time goes off, all student must stand and prepare for warm ups.
2. If a student needs to get up to sharpen a pencil or get any materials, they must do so as to not distract the class.
3. Students are encouraged to go to the restroom at another time other then choir class. IF there is a huge sense of urgency, students can go, but must give up a restroom ticket. Students will only be given 3 restroom tickets per 6 weeks.

Exiting Class

1. THE BELL DOESN'T DISMISS THE CLASS. ONLY MR. EZELL WILL DISMISS THE CLASS.
2. Students must be prepared to finish the musical phrase being sung before being allowed to get up and leave.

Rehearsal Etiquette/ Classroom Expectations

1. Be professional
2. Be Respectful
3. Be Yourself

Each choir will define these terms for their class. Students will be given the power to determine how they want their class to be ran as citizens in our community.

Consequences

1. Reflection Form
2. Student Teacher Conference
3. Parent Phone Call
4. Write Up

Any egregious offense such as fighting or cursing out students/ teacher will be met with an automatic phone call home and a write up.

Additional Rehearsals/Activities

Students will be given adequate notice of all additional rehearsals and activities outside of the regular class period. These rehearsals and activities are course requirements and are vital to the success of the choral program. Every effort will be made to minimize the amount of out-of-class time required. Therefore, absences from these activities will be treated in the same manner as an absence from class, and will affect the student's grade.

In the event of a conflict with another scheduled school activity, it is the responsibility of the student to notify the sponsors of the activities. The sponsors will then determine the student's obligation.

Concert Attendance

Concerts are the ultimate evaluation of many weeks of preparation and class work. Choir members are expected to be present for the entire time of each required concert. An unexcused absence from a concert will lower the student's grade dramatically. Absences and tardies will be excused for cases of medical emergency or death in the family. **Prior notification** of any conflict with a required concert or rehearsal is required in writing unless there is an emergency. Students are held responsible for keeping up with the dates and times of scheduled activities.

If a student misses class, an additional rehearsal/activity or concert due to an extenuating circumstance, every effort will be made to accommodate the student with a similar make up activity.

Cell Phone Policy

Cell phones are strictly prohibited in the rehearsal unless the director asks for students to have them out. Students will be given only one warning before cell phones are taken up. The first time the phone is taken up, it will be given back at the end of the period. After that, the director will hold on to it for the entire day.

Grading Policy

The student's six-weeks grade will be averaged as follows:

1. Music Literacy (SRF, Music Theory Assignments)- 20%
2. Tests (Performance Tests, Written Tests)- 20%
3. Rehearsals/ Participation- 30%
4. Concerts/ Performances- 30%

I. Music Literacy20%**

Students will be assessed weekly for the following grades:

1. Sight Reading Factory- students will be given weekly assignments on sightreadingfactory.com to record.
2. Students will have a 5 minute mini theory lesson everyday at the beginning of class. Each lesson will have assignments attached to them. These assignments will be turned on Fridays for a grade.

II. Tests 20%**

Assignments will be completed and tests administered to monitor progress in choir. Special emphasis will be placed on monitoring individual sight reading skills. This includes written tests, performance grads to check students' proficiency in executing the music, and sight-reading assessments. Students will also have performance tests before every concert in which they will sing the concert repertoire in their phones, with a group of singers. or by themselves.

III. Rehearsals/ Participation 30%**

Students will be given a weekly grade focused on well they are doing in our daily rehearsals. Being that the bulk of what we do is performance, this grade will be based on:

1. Being On Time
2. Having the Proper Materials
3. Abstaining From All Materials Not Needed for Class
4. Remaining Engaged in Rehearsal
5. Following All Expectations For Our Rehearsals

IV. Concerts/ Performances **30%

Participation in rehearsals and performances outside normal school hours is a necessary part of choir courses. **Attendance is required for the entirety of all performances and pre-scheduled rehearsals.** Performances are listed on the Calendar of Events. Rehearsals either before or after

school will be few and scheduled with plenty of advanced notice. An excused absence from a choir rehearsal or concert will require the same criteria as an excused absence from school--personal illness where the student has been absent from the entire school day, death in the family, or family emergency. **The absence will not be excused if the parent has not communicated with the director PRIOR to the event.** It is imperative that the parent contact the director regarding the absence, as these rehearsals and concerts are a part of the student's grade.

◆ **AN ABSENCE FROM A PERFORMANCE WILL RESULT IN A SIGNIFICANT REDUCTION OF A STUDENT'S GRADE.**

COMMUNICATION

The following tools will be used to communicate with students and parents. You will be responsible for keeping up with all choir activities.

Charms Office- Charms Office is an organization program/ information hub for our choir. In Charms Office, you will find:

- a. Parent Volunteer Opportunities
- b. Choir Documents
- c. Student Uniform Check Out/ Check In
- d. Student Financial Information
- e. Choir Calendar

IT IS THE STUDENTS' AND PARENTS' RESPONSIBILITY TO CHECK Charms Office OFTEN.

EVERMAN CHOIRS

A Cappella is the premier choir for the Everman Choral Department. It consists of auditioned voices who display an advanced knowledge of choral repertoire and an above average level of sight reading.

Kantorei is an advanced treble choir selected during their end of year vocal placements or other audition and consists of women with past singing experience, an above average level of sight reading ability, and an outstanding academic and citizenship record. Students will receive exposure to challenging treble literature spanning many genres and historical eras.

Bella Voce is a non-auditioned beginning women's choir that consists of freshman through senior women from all backgrounds. Students will sing a variety of musical genres focused on developing the female voice.

EverMEN Sing is a non-auditioned men's choir that consists of freshmen through senior men from all backgrounds. Students will sing a variety of musical genres focused on developing the male voice.

EnChor is an auditioned ensemble that sings a wide range of urban genres. Students in this group will sing at a variety of engagements throughout the year. EnChor auditions are open to all Everman students.

AUDITION REQUIREMENTS

All Everman Choirs singers are required to audition in the Spring Semester for placement for the following year. This is the first step on the path towards being offered a place in any select ensemble at Everman High School.

A Capella (Varsity Mixed)/ Kantorei (Varsity Women)

- Sight Reading: 8 measures, up to 4 sharps/ flats
- Prepared Excerpt: any solo; 16-32 bars of classical or folk repertoire
- Range Check: SATB/ SSA

EnChor

- Students must attend an audition workshop either in the fall or the Spring Semester. Students will be taught 1 song and choreography to be auditioned the following day.

CHOIR COUNCIL

The Officers of the Choir Council have a tremendous duty to serve the members of the choir and make choir the smoothest, most efficient organization it can be. The director is looking for qualified individuals who will lead all members of all choirs by example and who will tirelessly work to ensure the continued high standards of excellence in the choir.

Officer Positions

- President
- Vice President
- Librarian
- Secretary
- Social Media
- Choir Council Representatives

Standards for Officers

- To be qualified to hold an elected office, a nominee must be a current member of the choir and enrolled in choir for the next school year.
- President and Vice President must be members of A Cappella.
- Individuals must have maintained a passing average (excluding exempted classes per by Dallas ISD) in *all* classes during the school year.
- Individuals must have maintained conduct grades of at least Satisfactory in all classes.
- Individuals must commit to participate in all required activities of the EHHS Choir.
- Be positive and feel like they are the guardians of the EHHS Choir.
- Foster an attitude that the Choir Room is a great place to hang out.
- Attend every choir event.
- Help all Everman Choir members feel welcome and part of the Choir Department.
- Lead the Everman Choir by example.

Selection Process

1. Complete and Submit the Officer Application.
2. Schedule an interview with Mr. Ezell (Interviews will be either during lunch or before school). The current choir council president may also be in attendance.

Term

Officers will serve one school year, beginning immediately after graduation.

Officer Duties

All Officers

- Ask the directors if they need anything the afternoon before an event/concert and at the conclusion of an event before they leave an event.
- Wear an Everman Choir shirt one day a week. The day will be determined by the Choir Council.
- Assist with work in the Choir Room at least one hour a week either before school, after school (except Fridays), or during Study Hall.
- Insure that the Choir Room, Uniform Room and Practice Rooms are tidy.

President (Senior)

- Coordinator for student run choral events
- Assists Mr. Ezell during choral events
- Demonstrates quality characteristics of musicianship
- Dedicated, Hardworking
- Keep all officers accountable with tasks
- Leads monthly student officer meetings
- Requires work outside of class time
- In charge of A Cappella Choir during events and concerts

Vice President (Junior or Senior)

- Works hand-in- hand with the President
- Fulfills presidential obligations in the president's absence
- Coordinates all student volunteers
- Dedicated, Hardworking
- Assists in leadership of student officer meetings
- Requires work outside of class time.
- In charge of EverMEN Sing during events and concerts

Secretary (Sophomore, Junior or Senior)

- Assists in announcements and calender in the room up to date

- Creates the weekly announcement powerpoint presentations
- Keeps minutes from all officer meetings.
- Demonstrates quality characteristics of musicianship
- Attends monthly officer meetings
- Requires work outside of class
- In charge of Bella Voce during events and concerts

Social Media Liaison (Sophomore, Junior, Senior)

- Promotes all chorus events via signs, announcements, and social media
- Put posters up in the school to advertise choir concerts and other choir sponsored events.
- Attends monthly officer meetings
- Requires work outside of class time
- Demonstrates quality characteristics of musicianship
- Attends monthly officer meetings
- Dedicated, hard-working
- Takes photos at all choir events and concerts
- Assists on creating the end of the year slideshow for the choir banquet
- In charge of Bella Voce during events and concerts

Librarian (Sophomore, Junior, Senior)

- Manages the music library and uniform closet
- Assists in keeping up with all copied sheet music
- Assists in maintaining student accounts, library, and uniforms in Charms Office
- Attends monthly officer meetings
- In charge of EnChor during events and concerts
- Demonstrates quality characteristics of musicianship

Council Representative (All Grades)

- Assists in creating the end of the year slideshow
- Assists with in class routines: taking attendance, keeping folio cabinets organized, etc.
- Attends all monthly officer meetings
- Requires work outside of class time
- Demonstrates quality characteristics
- Dedicated, hard working

Officer Discipline

If an officer does not complete their duties or acts in an inappropriate manner, the following consequences will result:

- First offense- meeting with the directors
- Second offense – probation for 3 weeks
- Third offense – dismissal from the position.
- Immediate dismissal may occur if you do not represent the Everman Choir in a positive manner, or if you treat a student or choir parents, or directors with disrespect or dishonor them in or outside of school. Everman Choir Officers are held to a very high standard.

Termination of an Officer

If at any time during his/her office an officer fails to live up to the standards of the Everman Choir Handbook or his/her choir expectations such as -failure to attend rehearsals, failure to be prepared, failure to participate in required activities, failure to attend officer meetings, failure to pass all classes including Pre-AP and AP classes,

general failure to fulfill the responsibilities of the office- the director has the authority to remove the individual from the office. A replacement will be appointed by the director after consulting with the officers.

CALENDAR OF EVENTS

A comprehensive calendar can be found on the choir website. **IT IS UP TO THE STUDENT TO KEEP UP WITH THE CALENDAR OF EVENTS.** Each student needs to add the calendar to their phone's calendar so you won't miss any event.

EVERMAN CHOIR LETTER JACKET REQUIREMENTS

To receive a Everman High School choir jacket, students must complete at least one year of satisfactory choir membership before they may order a letter jacket (or service stripe), be a "member in good standing" during his/her choir tenure, and must have participated in all required performances, concerts, contests, etc. Choir members must accumulate a total of 95 points to earn a letter jacket. Each additional service stripe requires an additional 50 points. Points are cumulative beginning in the 9th grade (students will be able to get points for past participation). Each choir student may be awarded only one (1) letter jacket while a high school student at Everman High School. In order to qualify for a letter jacket or service stripe, students must complete this from with the choir director no later than April 5th, 2021.

		Year Points were Awarded			
		<u>Fresh</u>	<u>Soph</u>	<u>Jun</u>	<u>Sen</u>
TMEA	10 points/ year for auditioning for Region Choir	___	___	___	___
	15 points for advancing to Region	___	___	___	___
	20 points certifying for Pre-Area	___	___	___	___
	25 points certifying to Area	___	___	___	___
* If a student makes the All State Choir he/she earns their letter immediately.					
UIL S/E	5 points for taking a solo to S/E	___	___	___	___
	10 points for taking a Class 1 solo	___	___	___	___
	10 points for a 1 st division rating advancing to State	___	___	___	___
	10 points for participating in the State event	___	___	___	___
	5 points for participating in a Class 1 Ensemble	___	___	___	___
	10 points for a 1 st division rating advancing to State	___	___	___	___
	10 points for participating in the State event	___	___	___	___
	5 points for attempting a Class 2 solo	___	___	___	___
	5 points for a 1 st division rating	___	___	___	___
	5 points for participating in a Class 2 Ensemble	___	___	___	___
	5 points for a 1 st division rating in a Class 2 Ensemble	___	___	___	___
	*If a student takes a Class 1 solo to State and earns a 1 st division rating, he/she earns their letter immediately.				
UIL C&SR	10 points for earning a Sweepstakes for C/SR	___	___	___	___
	5 points for earning a 1 st division in concert	___	___	___	___
	5 points for earning a 1 st division in sight-reading	___	___	___	___
Show Choir	5 points semester for participating in Show Choir	___	___	___	___
Service Points	10 points per semester for serving as Section Leader	___	___	___	___
	10 points per semester for serving as Class Officer	___	___	___	___
	5 points for attending a certified Fine Arts Event or concert approved by the Director. A ticket stub or program must	___	___	___	___

_____ be brought in for verification of attendance. _____

Total Points _____

Grand Total _____

Jacket/ Letter _____ Service Stripes _____
(at least 95 pts) (additional 50 pts for each)

The information presented above is accurate to the best of my knowledge.

STUDENT NAME _____ CLASSIFICATION (GRADE LEVEL) _____ DATE _____

STUDENT SIGNATURE _____ DIRECTOR'S SIGNATURE _____