

# Central High School Chorus Handbook

## 2023-2024

<p><b>Courses Titles:</b>          Beginning Treble Chorus          Intermediate Treble Chorus          Advanced Treble Chorus          Tenor-Bass Chorus          Advanced Mixed Chorus (Advanced Treble and Tenor-Bass Chorus combined)</p>	<p><b>Teacher Name: Ms. Ruthie Phillips</b></p> <p><b>Teacher Email Address:</b>  <a href="mailto:ruthie.phillips@carrollcountyschools.com">ruthie.phillips@carrollcountyschools.com</a></p>
<p><b>Brief Course Description:</b> Central High School Chorus participation offers students opportunities to build skills in the following areas of instruction:</p> <ul style="list-style-type: none"> <li>- overall musicianship</li> <li>- ensemble and solo vocal technique</li> <li>- music theory (music reading/sight-reading, ear training, scales, musical terms and symbols)</li> <li>- singing posture</li> <li>- multi-language diction</li> <li>- ensemble/solo repertoire knowledge and appreciation</li> <li>- concert etiquette</li> <li>- historical and societal significance of music</li> <li>- choreography/movement</li> </ul> <p>Participation in chorus also encourages the following qualities:</p> <ul style="list-style-type: none"> <li>- personal integrity</li> <li>- personal responsibility</li> <li>- personal accountability</li> <li>- the ability to work with a team</li> <li>- a commitment to excellence</li> </ul> <p>The skills learned in class will culminate in performances of choral literature appropriate for the voicing and level of each ensemble. Choir members are required to attend all concerts and any after school rehearsal that are deemed necessary.</p>	<p><b>Extra Help Day(s)/Time:</b>          Extra help can be scheduled individually with Miss Phillips. Mornings and afternoons are viable times, and Miss Phillips will work with you to find a time that works with both of our schedules. However, communication is key – let me know in advance when you need help, and we will schedule a time!</p>
<p><b>Georgia Standards of Excellence in Fine Arts:</b></p> <p>A. Creating  <i>HSIC.CR.1 Generate and conceptualize musical ideas and works.</i>  <i>HSIC.CR.2 Organize, develop, and revise musical ideas and works.</i></p> <p>B. Performing  <i>HSIC.PR.1 Analyze, interpret, and select musical works for presentation.</i>  <i>HSIC.PR.2 Develop and refine musical techniques and works for presentation.</i>  <i>HSIC.PR.3 Convey meaning through the presentation of musical works.</i></p>	<p><b>Departmental Grading &amp; Recovery Policy:</b></p> <p>Each concert counts as a major test grade. Concert dates are provided in this syllabus on the attached Central Chorus Calendar. This is provided well ahead of the performance dates so that participants may plan their schedules accordingly. At concerts, students who arrive on time and are appropriately dressed will begin with the grade of 100. Tardiness, inappropriate behavior, leaving before the end of the concert, or any other questionable behavior will result in grade deductions. Students are expected to support their</p>

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### C. Responding

*HSIC.RE.1 Perceive, analyze, and interpret meaning in musical works.*

*HSIC.RE.2 Apply criteria to evaluate musical works.*

### D. Connecting

*HSIC.CN.1 Synthesize and relate knowledge and personal experiences to make music.*

*HSIC.CN.2 Relate musical ideas and works with societal, cultural, and historical context to deepen understanding.*

Students will meet these standards through daily practice and performance. **Consistent attendance is so important in chorus because it takes every single person to create music in a choir.** If you are going to be out for a school related absence, please let the director know in advance if possible.

fellow classmates by being present for the full concert, not only for the performance of their own choir.

Daily class rehearsals, after school rehearsals, and concerts are live performance activities that cannot be accurately reenacted. Therefore, the maximum grade one can receive on the makeup work is 80%.

In order to make up a missed concert, **the student must also present an appropriate excuse written and signed by a parent or guardian within five school days after the missed concert.**

To make up the assignment, the student must then schedule a separate time to sing the repertoire for Ms. Phillips one-on-one. The maximum grade one can achieve on a make-up assignment is 80%.

Other written assignments and tests must be made up within five days of a student's return to school after an excused absence.

**Recovery:** Students will have the chance to recover or retake an assignment if they score 60 or below on the original task. The original assessment grade and the recovered assessment grade will be averaged together to determine your final grade.

**FINAL ASSESSMENTS:** All students will take a final assessment each semester. The December final assessment is required for everyone. Students may exempt the May final assessment if they meet the exemption requirements put forth by Central High School.

**Formative Assessments** are samples of students work before, during, and after instruction that identify students' needs and provide continuous feedback to students. These include daily class rehearsal participation, written/reading assignments, vocal quizzes, theory quizzes, before/after school rehearsals, vocal checks, etc.

**Summative/Formal Assessments** are major culminating tasks such as concerts, submission of the syllabus signature form, selected written/reading assignments, vocal tests, theory tests, and the final assessment.

**Informal Activities:** Non-weighted practice opportunities that will assist the student in mastering the standards.

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**Major Concerts: (Please see calendar for full list of important dates) These concerts are MANDATORY.**

**Fall Concert** – October 17, 2023

**Holiday Concert** – December 4, 2023

**LGPE** – March 13-14, 2024 \*exact date and time still TBD.

**Spring Concert and Awards Ceremony** – May 6, 2024

### CONDUCT EXPECTATIONS

**Description of daily class performance (rubric included):** Each day in chorus a student is expected to be in their seat when the bell rings, fully perform during rehearsal, demonstrate correct singing posture, have music, pencil, and any other necessary materials in hand, and avoid anything which hinders class performance (non-engagement, gum, food and drinks other than water, reading books, being off-task, etc.). Going to the bathroom during class should be minimized.

**Bathroom policy:** Students are given three (3) bathroom passes per semester. Students will be required to sign out when using the restroom, and they are prohibited from taking electronics to the restroom. Bathroom passes do not roll over each semester. Students are encouraged to use the bathroom before school, during lunch, and during class changes.

**Passes Policy:** Students will not be given passes to visit other teachers, guidance counselors, front office workers, the media center, or any other location during the class period. If there is an emergency, Ms. Phillips is to be notified immediately to provide a course of action. Students are encouraged to visit these places before or after school and during class changes.

**Cell Phone Policy:** Cell phones are prohibited during rehearsal. Every student should leave their cell phone in their backpack which will be placed in the back of the room. Cell phones will be confiscated for the remainder of the school day if used in class. If a student uses his/her cell phone 2 or more times, the student will be subject to a behavior referral.

**Breakfast Policy:** Breakfast should be eaten in the cafeteria before class begins at 8:24 a.m. No food is allowed in the chorus room. It is impossible to sing and eat at the same time, and we also do not want to add any critters to our classroom. For that reason, you need to plan ahead when giving yourself time to eat breakfast.

#### **IMPORTANT:**

- Each concert counts as a major test grade. Concert dates are provided in this syllabus well ahead of the performance dates so that participants may plan their schedules accordingly.
- “Lack of transportation” is not an excused reason for missing a concert. Transportation to and from concerts must be planned in advance. For all concerts, bus transportation is available if needed.
- Work or family engagements are not appropriate excuses for missing a concert. Please plan family events around the 4 major chorus concerts. Conflicts should be communicated to Ms. Phillips well ahead of time to pursue a compromise.
- Students are expected to support their fellow classmates by being present for the full concert, not only for the performance of their own choir.
- Music will be performed from memory unless otherwise specified by Ms. Phillips.

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- A student's behavior in chorus and in any other class will determine eligibility of participation. Inappropriate or adverse behavior will result in a student being prohibited from performing at the discretion of Ms. Phillips and administrators.
- To participate in extra-curricular events, students must have appropriate attendance. See attached Attendance Improvement Program handout.
- Students must be in their choir class on the day of the concert. This is always the last rehearsal before a concert, and it is extremely important that students are in attendance.
- Points will be deducted for tardy arrival, departure before the concert ends, inappropriate behavior/dress, and any other questionable issues. It is not difficult to walk away with a perfect score. These expectations are intended to support and enhance the quality of music programs at Central High School and within the county.

**Class Tardy Policy:** Tardies are calculated based on being late to rehearsal. When rehearsal begins, if you are not in your seat, you are counted as late to rehearsal which affects your weekly grade in Chorus.

**After school rehearsals:** The Advanced Mixed Chorus will meet after school prior to each concert, and those rehearsals will count as quiz grades. Also, any extracurricular ensemble will rehearse after school. Any rehearsals will be announced with ample time for students to arrange for transportation.

### COMMUNICATION

**Email:** Guardians received a weekly newsletter on Monday mornings.

**Facebook:** Updates and announcements are posted on the Central High School Chorus Facebook page regularly.

**Website:** Visit the chorus page on [chs.carrollcountyschools.com/chorus](http://chs.carrollcountyschools.com/chorus) for more information, important forms, etc.

**Remind:** Sign up for reminder texts by texting the number 81010 with the following code:

Central Chorus - @chsc401

**Google Classroom:** Students will be added to Google Classroom and are expected to check for assignments and announcements daily.

### EXTRACURRICULAR EVENTS

Throughout the school year, there will be a variety of events in which students can participate. Some of these include the Georgia All-State Chorus, the GA Governor's Honors Program, local choir festivals and honor choruses, the annual chorus trip, school musicals, and the GHSA Literary event. Participation in these events is strongly encouraged but is not mandatory. Information regarding each event will be provided well in advance. Typically, practice sessions for these events will occur leading up to each event. Ms. Phillips will provide information regarding practices throughout the school year. **To participate in any extracurricular chorus event, students must be passing all classes, must exhibit appropriate behavior throughout all classes, must pay their chorus fees, and must attend an adequate number of**

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**rehearsals before the event.** If a student does not meet the aforementioned criteria, he/she will be prohibited from participating in the event at the discretion of Ms. Phillips and other administration.

### CHORUS FEES

#### \$50 due by September 8, 2023

Chorus fees have not increased since 2019. However, the cost of materials has increased dramatically since that time. To continue maintaining our operational budget, chorus fees are increasing to \$50 per student. Chorus fees help to fund the following items: transportation costs, accompanists, piano tuning, sound equipment, sheet music and folders, chorus uniforms, and additional classroom supplies. As part of their chorus fees, students also receive a chorus t-shirt.

\*Payment plans and fundraising are available – just ask Ms. Phillips. No student will be denied participation in chorus due to financial hardship.

### FUNDRAISING

During the school year, we will host fundraisers. These funds are used throughout the school year to assist the Central Chorus program in all its endeavors. Participation in these fundraisers is strongly encouraged. For fundraisers during the year, students will receive a profit of the funds s/he raises to be used for extracurricular activities: honor choirs, GA All-State Chorus, and select chorus trips.

Parents, if you desire to support the Central Chorus program, you are welcome to become involved in our fundraisers. A portion of what you fundraise may also go toward your child's chorus account. Please email me at [ruthie.phillips@carrollcountyschools.com](mailto:ruthie.phillips@carrollcountyschools.com) if you are interested.

### MATERIALS

**MUSIC:** Choir students are issued choral music and a numbered music binder and folder. Students are to have their chorus binder and a sharpened pencil in hand during class each day. Binders correspond with a numbered cabinet storage slot in the choir room. Students may store their binder in the cabinet or take it home for practice (they must bring it back for the next rehearsal).

- Students are financially responsible for replacing lost or damaged folders/music. The replacement cost of a lost or defaced folder is \$2.00. If a folder with music is lost, the total replacement cost will also include the cost of all music contained in the binder.
- How well we maintain the resources that are provided for us is a sign of our character. Folders and music are not to be mishandled, ripped, drawn on, left out in the rain, etc.
- Students are expected to write score markings in their music during rehearsal to ensure maximum retention. All markings are to be made **ONLY IN PENCIL**. Use of a pen will lead to damage fees.

**OTHER MATERIALS:** Typically, choral textbooks, sight singing binders, and music theory supplements will be used as a class set and not issued to individuals. If a book is issued to an individual student for a period of time, the student is responsible for loss or damage fees.

**CHROMEBOOKS:** Students will be issued a Chromebook for use throughout the school day. Students are responsible for using Chromebooks during class if required.

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## CHORUS CONCERT ATTIRE:

### *All Choirs:*

- **Girls:** black concert dress and sash, pearl necklace (pearls distributed and collected at each concert). All girls must provide their own black dress shoes.
- **Boys:** Black tuxedo, white wing collar/pleated shirt. All boys must provide their own black dress shoes and socks.

All CHS Students will receive a t-shirt as part of their chorus fees. The t-shirt will be worn at extra-curricular activities and performances. Once purchased, the t-shirt is the student's property forever. If lost or damaged during the school year, the student will need to purchase another t-shirt. Parents and other family members may also purchase a chorus t-shirt for \$15/shirt if desired. Order sheets will be sent home with the syllabus.

### ***FINAL IMPORTANT UNIFORM DETAILS FOR ALL CHORAL STUDENTS:***

- Jewelry must be conservative/minimal so as not to draw attention to the individual. No body piercing, fishnet hose, excessively large earrings, flashy hair accessories, etc.
- All ladies must have their hair out of their faces. Remember, choral music is a visual art as well as an aural art. Your audience needs to see your faces!
- No tennis shoes, flip flops, colored shoes, or excessively high heels.

## CHORUS AWARDS

1. Outstanding Choral Students – Open to anyone in chorus. Students will vote for recipients of this award.
2. Varsity Letter – Given after the student's first two years in chorus.
3. Merit Bar – Given to 3<sup>rd</sup> and 4<sup>th</sup> year members of chorus.
4. Senior Honor Cord – Given to seniors who have completed three years of chorus.
5. Fine Arts Diploma Seal – Awarded to 4-year members of chorus. There is a separate application and capstone project required for the Diploma Seal.
6. Certificates – Awarded to students who participate in festivals and honor choruses.

To earn any award in Chorus, the student must be "In good standing" with the program. The definition of "In good standing":

- Attends all four major concerts.
- Attends before/after school rehearsals (if applicable) for their choir.
- Reasonably supports chorus fundraising efforts, by raising the individual "fair share" goal related to that project.
- The student has demonstrated exemplary character and behavior in their choral program involvement. In order to protect the dignity and character that a Varsity Letter represents, the director has the right to deny the awarding of a letter to a student with disciplinary issues, even if all other requirements have been met.
- All financial fines and fees for the program must have been met. If a student owes the choral program fees of any kind, a letter cannot be issued.

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### **STUDENT LEADERSHIP**

Students will be given opportunities to participate in a variety of leadership roles within the chorus. The following positions will be voted upon at the end of each school year, and students who participate must fulfill the duties of their positions for the entirety of the following school year:

President  
Vice-President  
Secretary  
Public Relations  
Music Librarian(s)  
Historian(s)  
Choir Representative(s)  
Section Leader(s)

Students may run for an office alone or they may run with a partner to become co-officers for one of the positions. Additionally, every fall, students will vote on choir representatives in each class. These representatives will be responsible for duties that relate specifically to their choirs. Some responsibilities will be taking attendance in class and at rehearsals/concerts, handing out and taking up pearls at concerts, and representing their choirs at officer meetings.

### **PLAGIARISM/CHEATING POLICY**

Cheating and/or plagiarism are regarded as very serious offenses. Copying or paraphrasing material/text from the work of another student, from published sources (i.e.: Cliff Notes, magazines, newspapers, etc.) and/or from the Internet without proper documentation constitutes academic theft which will result in a zero and possibly an administrative referral.

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### Central Chorus General Guidelines

1. Be on time to class and all choral events. FYI, “on time” actually means *early*.
2. Respect the rehearsal room and equipment.
3. When class starts, all food, non-water drinks, candy, and gum must disappear. All evidence of such foods left on the floor will result in food being restricted in the chorus room. Clean up after yourself! Singers are encouraged to have sealed containers of **water** at their seat during rehearsal.
4. Consider the main piano, stereo, office phone, and ensemble room computer unavailable unless given permission.
5. The pianos for the piano laboratory are off-limits. Do not touch those pianos without asking permission first.
6. The ensemble room is a chorus wide space meant to benefit every member of Chorus. Any items left in this room are left at your own risk. Items left for longer than a week will promptly be donated.
7. When you come to class each day: Dispose of your gum, put book bags (NOT purses; purses may be placed under your seat and out of the way) in back of the room, put your cell phone away, get your music and pencil, and be in your **assigned** seat **when the bell rings**.  
CELL PHONES: per the CHS Handbook policy, cell phones are prohibited during class time. Cell phones will be confiscated if used during class. Subsequent use of a cell phone during class may result in a behavior referral.
8. Come to class ready to **fully perform** daily. **ALL IN, ALL THE TIME!**  
SING, have music/pencil in hand, stand and perform as requested in all class activity. Students lose daily points by talking, being out of seat after the tardy bell, not asking permission to leave seat, poor singing posture, having food/gum/drinks, lacking proper materials, lack of cooperation or showing insubordination, not using/marking choral music, reading or doing other schoolwork, etc.
9. Bring a smile, a positive attitude, and a commitment to excellence each day.
10. During rehearsal, you will often be instructed to write “score notes” in your music. Score notes reinforce the learning skills covered in rehearsal. Mark as instructed and do it in PENCIL. Writing in pen will result in damage fees.
11. Be considerate and respectful of the director and other singers. Raise your hand if you have a question or need to leave your seat. Do not talk during rehearsal. Listen carefully. Good listeners are GREAT performers and musicians!
12. Students are expected to consistently display honorable behavior that reflects favorably upon this school and this chorus. Profanity is **never** acceptable. Show class, dignity, and respect for yourself and others by your character and conduct. Don’t settle for less than this in choir or in your life!
13. Various fundraisers are scheduled throughout the year. All chorus students are encouraged to participate in their fair share of fundraising for the benefit of the Central High School Chorus. Deadlines



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for these fundraisers are not suggestions, and all fundraiser participants are expected to meet those deadlines.

14. The chorus uniform designated for each choir will be worn at all performances and for other activities as requested. All attire must be clean, neatly pressed and worn in the manner instructed.

15. Membership in any quality organization requires commitment, sacrifice, responsibility, and effort. Excellence includes outstanding performance, effort, attitude, responsibility, cooperation, attendance, and punctuality. In our choral program, we strive to exhibit our best effort each day. It takes everyone to build a strong program. Always be reminded that YOU matter!

### Daily Class Rehearsal Rubric

Student Name: \_\_\_\_\_

Date: \_\_\_\_\_

Categories	1 – Engagement (2 points)	2 – Preparation	3 – Use of Technology	Score
<b>Rehearsal Participation</b>	Student is engaged in the rehearsal. Student does not present any disengaging behaviors – i.e. talking, being out of seat after the tardy bell, not asking permission to leave seat, poor singing posture, having food/gum/drinks, lacking proper materials, lack of cooperation or showing insubordination, not using/marking choral music, reading or doing other schoolwork.	Student arrives on time to class and is in seat before the bell rings. Student comes with music and pencil in hand. Students does not have food/drinks/gum, personal belongings, homework from another class, cell phone, etc. with them.	Students does not misuse technology in class. This includes refraining from using cell phones, ear buds, and other personal technology devices in class. Students will appropriately use chromebooks as per director’s instructions.	/ 4

Student Total: \_\_\_\_ / 4

Comments:

**Central High School Chorus Handbook  
2023-2024  
Central Chorus Handbook Contract**

Due Date: **August 18, 2023**

Student Name \_\_\_\_\_

Period: \_\_\_\_\_

**Guardians and students:** Please sign below that you have read, understand, and will support the chorus handbook guidelines and expectations, including all mandatory concert dates.

**IMPORTANT:** Guardians, please print your email address and cell phone number carefully so that you can be added to the email group for weekly updates and to Remind for text updates.

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Guardian Name (Print): \_\_\_\_\_

Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

Best Email Address: \_\_\_\_\_

Secondary Email Address (optional): \_\_\_\_\_

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### Guardian Volunteer Survey

Dear Guardian,

Guardian involvement matters! The Central Chorus needs supportive parents to assist with activities, events, and logistics. Your help and support are vital to the success of this chorus program. Thank you for completing this survey by indicating where you can help. This is not a binding commitment but simply an indication of areas where we might call on you. Thank you for sharing your gifts and time!

Sincerely,  
Ruthie Phillips

I would be willing to help in the following areas: (check all that apply)

- Uniforms (measuring, ordering, distribution, hemming)
- Video recording concerts
- Assisting with fundraisers (collecting money, planning, coordinating, chaperoning, etc.)
- Advertising/Promoting events
- Concert and event set-up/take-down
- Run sound for events
- Project/Event/Trip organizing (make reservations, arrangements, calls, etc.)
- Chaperone (Chorus trips, All-State, Honor Choir, other opportunities)
- Help contact local business about program advertisement (hand-deliver letters, call, email, etc.)
- As needed (Don't be afraid of this one – it's safe!)
- I have a truck and can help move things
- Other \_\_\_\_\_

Talents/Resources:

- I can build/repair things
- Electrical wiring
- Sound/lighting experience
- Computer technology
- Sewing
- Artistic (drawing, painting, design)
- Other \_\_\_\_\_

Feel free to add additional comments or information on back!

Student name \_\_\_\_\_ Period \_\_\_\_\_

Guardian name(s) \_\_\_\_\_

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## Carroll County Schools Extracurricular Activities Consent for Participation- Randomized Student Drug Testing

I understand that submission to testing for the presence of drugs and alcohol is a condition of participation in privileged activities in the Carroll County School System. I further understand that if I refuse to be tested, fail to report for the test, or if the test establishes a violation of the drug testing policy, I will be subject to the consequences as set forth by the drug testing policy.

By signing and dating this form, I consent to be randomly tested throughout the school year. The random testing will be done monthly throughout the school year. The selection process for random drug testing will be performed by a contracting body with the participating students being notified on the day they are to report for testing.

I hereby consent to the administration of drug tests and to the conditions listed in this consent and the accompanying general prohibitions and procedures as outlined in Policy JCABB, JCABB-R (1) of the Carroll County School System Policy Manual.

**I understand that unless my parent or guardian contacts the Drug Testing Administrator after the first year and makes a formal request to remove by name and student ID number from the testing pool, my name will be automatically reentered into the testing pool each year.**

Participating Student's Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Parent/Guardian's Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Participating Activities \_\_\_\_\_  
(Please list all activities you will participate in during the 2023-2024 school year.)

**Central High School Chorus Handbook**  
**2023-2024**  
**CHORUS FEES AND T-SHIRT INFORMATION FORM**

Student Name \_\_\_\_\_

Period: \_\_\_\_\_

This form must be turned in with your chorus fees.

Your chorus fees are **\$50** due by Friday, September 8, and they must reflect the appropriate amount. The STUDENT's shirt is included in the chorus fees. Any additional shirt is \$15.

Indicate which sizes and how many desired. Use numbers and not tally marks:

Adult S \_\_\_\_\_

Adult M \_\_\_\_\_

Adult L \_\_\_\_\_

Adult XL \_\_\_\_\_

Adult 2XL (\$2 extra) \_\_\_\_\_

Adult 3XL (\$2 extra) \_\_\_\_\_

Total Amount of \$ Due = \_\_\_\_\_

\*\*Payment plans available by request. Email Ms. Phillips at [ruthie.phillips@carrollcountyschools.com](mailto:ruthie.phillips@carrollcountyschools.com) to request a payment plan.