

*Wickliffe Blue Devil  
Vocal Handbook*

*2019–2020*



*Director: Mrs. Pamela Graves*

Welcome to the Wickliffe A Cappella! This hand book is designed to keep everyone informed about our procedures, guidelines, and expectations for participants in choir for the 2019-2020 season. There is a great deal of pride our students have in Choir and the finished product is shown in our performances throughout the year. In order to achieve this, specific guidelines are provided for all members and their parents in writing. The information in this handbook is detailed and straightforward so that everything is clear as possible. Please read it carefully and let me know if you have any questions.

## **Wickliffe Choir Grading Procedures**

### Each Nine Week Grading Periods (4)

- Objectives:**
1. Maintain or improve upon the reputation of the Vocal Program.
  2. Individuals will improve upon their vocal abilities.
  3. Strive to represent the school and community positively.
  4. Support the efforts of all school functions performed at.
  5. Providing opportunities via Honors Choir, Vocal Competition Performances & Solo/Ensemble etc.

Student's assessment during the year is determined by the following factors:

1. Musical contribution/participation in rehearsals, sectionals, and performances Along with the effort put into each.
2. Assessment of music by memory, work on individual/sectionals vocal parts & music theory

### **Choir Attendance Policy**

1. All members are required to attend all rehearsals and performances. Participation in rehearsal and performances is an important factor in assessing student's progress in the vocal program as well as proper preparation for concerts/performances.
2. The following circumstances are the only ones that will constitute an excused absence:
  - a. Death or wedding in the immediate family
  - b. Student's own serious illness or injury
  - c. Unavoidable school activity - however you **MUST** let the director know **IMMEDIATELY** when you learn of this conflict.
  - d. All absences must be excused by the director. Do not assume anything is excused.
  - e. Anything not listed above should be discussed with the director.
  - f. Conflicts with work and vacations **DO NOT** necessarily constitute an excused absence.
3. A note including the reason for the absence with a parent signature is needed. If a student becomes ill before a performance, please call the Music office & leave a message. 440-943-7722
4. Plan ahead – please try not to schedule doctor's appointments, work etc. during choir rehearsals, concerts or choir events.
5. Plan ahead for transportation to Concerts. Never stay home because you don't have a ride.

## **Rehearsal Guidelines**

1. All members are to arrive at rehearsals on time in order to be seated and ready to sing. This includes putting away Cell Phones. Students who are not present or ready at the start will be marked tardy and subject to director imposed consequences.
2. All students must be quiet and listen carefully for announcements or instructions given by the director or student leaders.
3. Students must have all music and music folders for rehearsals. Memorization of materials does not eradicate the need of having music and folders at a rehearsal. Each student is responsible for knowing his or hers own parts. Music is school property and students are responsible for the care and replacement (if necessary).
4. Students will NOT be insubordinate to any director, choir parents or student leaders. All are to be treated with respect. Failure to comply with this rule results in immediate office referral.
5. Rehearsal procedure: When the music stops students will:
  - 1) Stop and listen to directions given by director;
  - 2) Listen to directions given by student leadership.
  - 3) Make adjustments accordingly.
  - 4) Student leaders will listen to members when suggestions or questions are being presented.There is NO talking during practice.

## **Uniform Care**

**There will be a \$10 uniform cleaning fee for students participating in choir.**

Please remember that each uniform cost is expensive and students & parents are responsible for the uniform throughout the school year. Here are several vital concepts and details regarding the care and wearing of band uniforms.

1. All choir members are to be in full uniform at all times at a performance or performance site.
2. HANG YOUR UNIFORM ON THE HANGER at the end of each performance and return it to its assigned location. Line up the creases on all pants so that they lay neatly on the hanger. Do not leave anything in your pockets of the uniform. There is a fee for lost or broken uniform hangers.
3. In uniform you must wear the appropriate shoes, dark socks gentlemen and ladies hose (no black colored hose please). Plan Ahead.
4. Deliberate mistreatment of uniform may result in a fines or other disciplinary action.

## Bus Conduct

There is absolutely no place for yelling out the windows or in any way contributing to inciting a disturbance. We are guests at the schools of our hosts and will conduct ourselves with poise, grace and restraint at all times.

1. Please leave seats open for chaperones. Chaperones represent the director and have the responsibility to supervise student's bus conduct. The bus driver has ultimate responsibility and authority on the bus. Treat EVERYONE with respect.
2. Loud noises will not be tolerated! Talk to the people next to you. Offensive language on the bus IS NOT PERMITTED! Music is permitted but keep in mind safety and peace of mind on the bus.
3. IT IS A STATE LAW THAT THERE MUST BE COMPLETE SILENCE AT ALL RAILROAD CROSSINGS.
4. Keep arms, head and hands inside the bus at all times. Stay in your seat. And aisles must be kept open. Do not throw anything out the bus windows and do not leave any trash on the floor. Remain in your seat on the bus until dismissed. Please arrange transportation to the school in advance so we can all leave promptly.
5. The Alma Mater is to be sung on the return trip upon entering the school property. Sing Nice! ☺

You are the "Wickliffe A Cappella Choir"  
You have great potential, musicality and spirit – Be Proud! I know I am.

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Please sign & return this tear off by Wednesday, August 28, 2019(prize for the 1<sup>st</sup> section turned in!)

\_\_\_\_\_ has read the Vocal Handbook and understands

what it takes to be the best musician possible. This will be another year of musical adventures!

\_\_\_\_\_  
Student signature

\_\_\_\_\_  
parent/guardian signature

\_\_\_\_\_ I am interested in help out the choir! \_\_\_\_\_ I have a badge \_\_\_\_\_ getting a badge

\*\*Parents/Guardians I am in need of Chaperones and help with uniform fittings (care) please let me know if you are interested. You do need a volunteer badge - \$10 good for 4 years – call Kathy Baltus at the board office and set up an appointment 440-943-7773