



2010-2011  
Introduction to the  
Collinsville High School Choral Program

Welcome to the Collinsville High School Choirs! My name is Ms. Neal and I'm looking forward to an exciting year with you. I have listed some important information below. The choir relies heavily on outside support. That support starts at home so please share this and all announcements with your families. Read this carefully then return the completed last page to me **tomorrow** with your signature and that of your parent/guardian. This is your first assignment! A copy of this handout may be found at [www.kahokschoir.org](http://www.kahokschoir.org) soon. Check the date on the first page to be sure it is this year's intro handout.



**Supplies required are:**

- Pencil, a black 3-ring binder with pockets.
- Black dress shoes with shoelaces for boys – no running style shoes. Black pumps with no more than a 1-inch heel for girls. See the samples in the choir room or above.
- Please donate at least one full-size unopened box of tissues.

**Grades:** I definitely want you to enjoy your choir experience. I believe you will enjoy it more, have a greater sense of satisfaction, if you really understand what it is we're doing. Therefore, grades will be based in equal parts on:

- Classroom Participation (25%) – coming prepared and with all materials, doing what you are asked with a positive attitude, and working well with your peers;
- Assignments (25%) – Parents, guardians, and students should watch carefully for weekly updates on our website, [www.kahokschoir.org](http://www.kahokschoir.org). Hard copies will be posted in the choir room for those with no internet access. Communication is essential. Therefore, if you would like to have information mailed home, please let me know. Students may have occasional homework assignments. All homework assignments are due the next day. However, students may correct assignments as many times as needed to get a perfect score. Assignments may not cross over into the next quarter's grading period, however. Since this self-induced policy creates much extra work for me, I ask the students' consideration toward turning in work in a timely manner. Students who abuse this opportunity by withholding assignments and turning several in at once, especially at the end of the quarter, may be denied.
- Tests (25%) – Tests may be written or oral. When you're asked to sing for me, I will be listening to see how much you know and what your abilities are. This is usually done in groups. However, with the new recording capabilities in the classroom, students may be asked to record privately and submit the recording as a grade. Students are encouraged to keep all returned worksheets and copies of all newsletters/handouts neatly in their choir folders. You never know when you might be allowed to use them on an assignment or test!

- Performances (25%) – A current calendar of events may be found on our website ([www.kahokschoir.org](http://www.kahokschoir.org)). In addition, a list has been attached. ALL performances for your student's choir are REQUIRED. Proper attire, behavior, and knowledge of the music are all part of this grade. After school rehearsals for concerts, which are rare except for the madrigal dinner, are also required. See the schedule. **Any conflicts in the schedule must be submitted in writing to Mrs. Neal within one week of receiving the schedule to be excused. Students must show proof by their next class day of any emergencies that arose causing them to miss a required event in hopes of it counting as excused.** Such excuses will be a medical emergency requiring hospitalization or death of a family member within the student's household, or a vehicular accident on the way to the choir event. Having to work or not having transportation does NOT count as an excused absence. Students are expected to show their choir schedule to employers in a timely fashion. Employers are legally required to accommodate a student's required school activities. When transportation is not provided (such as to school in the evening for a concert), students are expected to find their own. Excused absences mean the absence will not count against the student's grade. It will, however, still count as an absence toward the perfect attendance awards. *If you plan to go on **any** field trips, you must satisfactorily attend every performance **and** satisfy my behavioral expectations.*
- Extra Credit – Extra credit is given each quarter for musical, dramatical, dance, and visual art presentations students attend or perform in (including auditions), other than CHS choirs. 25 points are given if the student actually participated in the event. Students must submit their ticket stub or program with a handwritten, one-paragraph review/defense of whatever presentations they observed to receive 10 extra credit points. No type of presentation may be repeated twice in any given quarter. Ongoing events must be resubmitted each quarter.

**Activities:** Concerts, contests, festivals, field trips, and fund-raisers are all activities where we are in the public eye. In each of these events, we represent our school. We want our school to be proud and we want to be proud of ourselves. Each individual, then, is required to speak, dress, and act in a manner reflecting high self-esteem and supporting the self-esteem of others.

As a choir, we will raise money for our general fund as well as individual accounts. The general fund pays for guest clinicians, choral accompanists, field trips, and awards. **Everyone is expected to pitch in.** Students who do not contribute their efforts toward financial support of the choir or those who have outstanding obligations to the choir should not expect to receive awards from the choir.

**Awards:** Students with perfect attendance, participation in at least one fund-raiser, and a maintained grade of at least a C average throughout the year will earn a chenille choir letter. Students who earn 1<sup>st</sup> ratings at contest receive medals. Other awards are given based on the efforts displayed by the choir members. All awards are contingent upon the student having no outstanding obligations.

**Fund – Raisers:** All CHS Choir students are provided the opportunity to individually raise money to offset their expenses. Each student has an account that is monitored by the Treasurer of the Choir Parent Association (CPA). Students with receipts, and enough money in their accounts to cover them, may request in writing a refund of fund-raiser money toward the purchase of choir expenses that may arise. Students may also use this money for trip fees. Continuing sophomores, juniors, and seniors have accounts that have carried over from the previous year. Freshmen and students new to choir begin their accounts upon enrollment. All fund-raiser money is non-refundable. Fund-raiser money must be returned to Mrs. Neal within 2

to 4 weeks of delivery. Specific dates will be given with each fund-raiser. 10% of all money collected through fund-raisers will go to the general fund, which pays for awards, renting or purchasing equipment, and other needs that sometimes arise. (A detailed accounting of all funds is available at monthly Choir Parent Association meetings.) Students are obligated to turn in all money in a timely manner. All students are expected to participate at some level in every fund-raiser.

**Restrictions:**

- There will be no gum, candy, or food in the classroom or during activities unless Mrs. Neal give's permission in advance.
- Students are to use the restroom and water fountain between classes – and arrive on time to class (in the door before the bell rings).
- Students are responsible to find out on their own time what they have missed due to absences and to turn in any assignments by the day after their return.
- Lost handouts will be replaced for a 5¢ fee per page.
- Students who have physical limitations that prohibit them from standing on the risers to sing must bring a note from their physician to excuse them. The note should state the duration of the limitation. If you are too sick to participate, you probably should have stayed home.

**Uniforms:** The Choir will wear robes with their black dress shoes (see requirements) and choir shirts or purple t-shirts. Girls must wear natural colored hose. Boys must wear black dress slacks and black socks. No other clothing may be seen when robes are worn.

Only one tiny pair of earrings may be worn in the ear. No other jewelry is permitted – including tongue rings. Only clear nail polish is allowed, as well as natural colors in makeup. Makeup is encouraged for stage use, though. Choir shoes may NOT be stored in the uniform bags. Special shoe bags are available upon request.

A couple of parents are needed to help distribute uniforms for concerts. They are valuable volunteers. They will also check students prior to every concert. [Students, if they ask you to conform to the code, do so. They are trying to help you. Each infraction of the code is one grade level lower on your performance grade.]

**Madrigal Costumes:** Madrigal Costumes are required for all choir members. The Madrigal Dinner is in February. However, all costumes must be completed by Christmas for publicity purposes. There are costumes available in the choir room on a first-come, first-served basis by seniority. There is fabric and a box of patterns available for those who desire to make their own. Use of patterns or fabric or costumes that are NOT currently in the choir room must be pre-approved before use.

**Accompanists/Section Leaders/Student Directors:** One final and very important goal of mine is to train students as leaders. Students are encouraged to be and preferred as accompanists, section leaders, and student directors because these are wonderful learning opportunities for them. Those who wish to have one of these roles should notify me of their desire to do so as soon as possible. I will determine if the student is prepared to fulfill the role based on an audition. While I prefer to use student accompanists, rely on section leaders, and sometimes require a student director, I will do so only if the student is well prepared. Harmonic and rhythmic accuracy are essential. Students may “challenge” other students for leadership

positions at the beginning of any quarter. Students who intend to “challenge” need to contact Mrs. Neal for arrangements.

**Student Representatives:** Students elect two choir members to represent them at Choir Parent Association meetings. These students have much responsibility in class as well. Ms. Neal reserves the right to replace any student representative whose performance in that role is unsatisfactory. Classroom responsibilities include attendance, writing receipts, setting assignments aside for those who are absent, and reporting back to the Choir from the CPA.

**\*\*\*Accompanists, Section Leaders, Student Directors, and Student Representatives are expected to assist substitutes for Ms. Neal for productive class periods.**

**Choir Parent Association:**

Our choirs would not be as active or successful as they are without the support of our Choir Parent Association. All parents, guardians, and friends of the choir are encouraged to get involved. If everyone helped a little, no one would get stuck doing a lot! Let’s pitch in together for a great year!

*Thank you so much for your support of vocal music in Collinsville’s Public Schools. I pledge to do my best to provide the highest quality music education for your student. I look forward to meeting you and working together this year.*

*Sincerely,*  
*Mrs. Lisa K. Neal, Choral Director*  
 Office: 346-6320, ext. 1235

**Preferred contact: lneal@kahoks.org**

I will try to return your call within 48 hours **during normal business hours.** Please leave a daytime phone number where you can be reached.

**Ms. Neal’s Teaching Schedule**

The classes listed in the morning hours are at either Twin Echo or Summit Elementary Schools.

	MONDAY	TUESDAY	WEDNESDAY	WEDNESDAY	THURSDAY		FRIDAY
8:10 - 8:55	Provence -1	Croxell - 2	Patterson -1		Rydgig -2	8:10 - 8:55	2-Piffner
8:55 - 9:40	Manning - K	Coats - 4	Stuppi - K		Marlin - 4	9:00 - 9:45	3-Heth
9:40 - 10:25	Hubble -3	Josias -3	Valerius - K	10:15-11:00	1-Wessel	10:15 - 11:00	4-Moody
Lunch, Plan, and Travel							
12:00-12:55	Piano	Piano		Piano	Piano		Piano
1:00-1:55	Choir	Choir		Choir	Choir		Choir
2:00-2:55	Piano	Piano		Piano	Piano		Piano

## 2010-2011 Choir Schedule

*Italics = performance*

**Bold = use of CHS facilities required**

### Yet to be scheduled:

Choir Parent Assoc. meetings

4<sup>th</sup> Annual Trivia Night

6<sup>th</sup> Annual Crop

3<sup>rd</sup> Car Show

1<sup>st</sup> Bingo

Choir Banquet – TBA – tickets required in advance

***Honors Convocation***

### September

3<sup>rd</sup> – Choir Retreat [time after school TBA]

17<sup>th</sup> – *Italian Fest – opening ceremony- ensemble only*

??? – *Class trip to SIU-Carbondale*

### October

**6<sup>th</sup> & 7<sup>th</sup> – class time rehearsal in auditorium**

**7<sup>th</sup> – 7:00 p.m. Free Choir Concert in auditorium**

11<sup>th</sup> – select choir members audition for IMEA District & All-State

### November

6<sup>th</sup> – IMEA District Organizational Festival at Edwardsville High School for selected students

13<sup>th</sup> – IMEA District Jazz Festival at Mc-Kendree for selected students

**18<sup>th</sup>-20<sup>th</sup> – CHS Fall Play**

### December

**8<sup>th</sup> & 9<sup>th</sup> – class time rehearsal in auditorium**

**9<sup>th</sup> – 7:00 p.m. Free Choir Concert in auditorium**

### January

14<sup>th</sup> – Lock-in (TBA) – Be there! It's important!

26<sup>th</sup> – 29<sup>th</sup> – IMEA All-State for Selected Students

### February

??? – *Madrigal school tours to all feeder schools*

14<sup>th</sup> – 16<sup>th</sup> – Madrigal Rehearsals after school

17<sup>th</sup> – Madrigal Final Rehearsal & Set up

REQUIRED for all from 3:30 – 9:00

*18<sup>th</sup> & 19<sup>th</sup> Madrigal Dinners*

### March

**3<sup>rd</sup> – Prism Concert – attendance required for all**

5<sup>th</sup> – IHSA State Solo & Ensemble Contest at **CHS**

**15<sup>th</sup> – CUSD #10 Choral Festival in main gym from 4:00 to 8:00p.m. Set up begins at 3:00 p.m.**

### April

**14<sup>th</sup> – 7:00 Choir and Band Pre-Contest Concert in auditorium or one of gyms**

16<sup>th</sup> – IHSA State Choir & Band Contest

### May

**2<sup>nd</sup> & 3<sup>rd</sup> – class time rehearsal in auditorium**

**3<sup>rd</sup> – 7:00 Free Choir Concert in auditorium**

# 2010-2011 CHS Choir

Student \_\_\_\_\_ Student's Phone \_\_\_\_\_

Student's E-mail \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

I (the parent/guardian) have read the introduction attached. I am also willing to help with:

fund-raising \_\_\_\_\_ publicity \_\_\_\_\_ chaperoning \_\_\_\_\_ sectionals \_\_\_\_\_

uniform maintenance \_\_\_\_\_ uniform checking at events \_\_\_\_\_ accompanying \_\_\_\_\_

copying and/or collating \_\_\_\_\_ Choir Parent Association (CPA) \_\_\_\_\_

I am able to help best: \_\_\_\_\_ during the school day, \_\_\_\_\_ evenings, \_\_\_\_\_ not at this time

Please check one:

\_\_\_\_\_ Yes, include my contact information in a choir directory for students to share, such as a phone tree.

\_\_\_\_\_ No, I do not want my contact information published. I understand this may cause me to miss information regarding cancellations involving inclement road conditions or other information requiring a phone tree.

I understand that if I check out a uniform, I must return it in the condition in which it was received – or better! I will assume payment for any repairs or replacement of uniform, accessories, bag, or hanger.

I have read this information and agree to the uniform terms above.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Preferred Parent Phone \_\_\_\_\_ Work Phone (optional) \_\_\_\_\_

Parent's E-mail \_\_\_\_\_

Parent's Address **if different from student** \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Contact Phone for Phone Tree \_\_\_\_\_