

Horn Lake High School Choral Department

# HANDBOOK

August 2017 - May 2018



**Located on the  
website:**

**[www.hornlakechoirs.org](http://www.hornlakechoirs.org)**

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**BE SURE TO REVIEW THIS INFORMATION ONLINE PRIOR TO  
COMPLETED THE FORMS AT THE BACK OF THE HANDBOOK!**

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# Concert Attire

**LADIES - INTERMEDIATE CHOIR:**

- ★ Black dress OR black dress pants & black top OR black skirt & black top
- \*attire must fit in the DeSoto County Schools guidelines
- \*you may purchase the performance dress that the advanced girls wear for performances
- ★ post earrings - pearl or sliver only
- ★ Black dress shoes

**LADIES - ADVANCED GIRLS:**

- ★ Formal dress - ordered through the choral department (\$67.00)
- ★ post earrings - pearl or sliver only
- ★ shoes will be ordered
- ★ spanx-type undergarment  
(not required, but strongly encouraged!)

**MEN - ALL CHOIRS:**

- ★ Black Suit-single breasted; no pattern
- ★ White, long sleeved collared dress shirt-no pattern
- ★ Undershirt - plain, no print
- ★ Black dress shoes
- ★ Black socks - no ankle socks
- ★ Tie provided by the choral dept.

**INFORMAL ATTIRE** - all black semi dressy attire will be worn on some occasions. This is an opportunity to show your own style within the DCS dress code.

**Casual Attire:** The members of the mens choir & womens choir will receive a choral department t-shirt (pending budget). This shirt should be worn with dark jeans (no holes) at specific events like casual performances, choirs swaps, or other off campus events. Choir members may wear their shirt anytime they wish, but will need to keep it nice for official choir events. These shirts cannot be replaced, so responsibility is key!

**MEN -**

**hair length is not an issue as long as it is well groomed & out of your face for performances**

**LADIES -**

**hair must be either completely up or partially up with bobby pins. No hair should be on your face. If this becomes an issue, all ladies will wear their hair in a pony tail for all performances.**

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The Volunteer Spirit

Please volunteer for anything you see that needs fixing, doing, picking up, etc. . . All help is welcome! It takes ALL of us to get things done, so pitch in whenever you see a need!

Courtesy Should Be Common

Practice courtesy & respect in dealings with other students & the director. Leave all problems & disagreements at the door when you come to rehearsal. (Rehearsal time will be a welcome relief from those worries & stresses.)

Put everything you use back in it's proper place.

Profanity is an unacceptable substitute for more effective communication skills!

# COST OUTLOOK FOR THE AUDITIONED CHOIRS

***Belles Voix Intermediate Choir \****

**\$55.00 expenses due by August 26**

**Breakdown:**

Music	\$5.00
Accompanist	\$10.00
Ole Miss Festival Registration	\$15.00
District Festival	\$15.00
Workbook	\$10.00
Performance Outfit	see pg. 2

***Canto Forte Mens Choir +***

**\$120.00 expenses - half due by Aug. 26 & remaining balance due by Jan. 27**

**Breakdown:**

Music	\$5.00
Accompanist	\$10.00
Male Vocal Symposium	\$20.00
Ole Miss Choral Festival	\$25.00
State Choral Festival	\$10.00
MidSouth Choral Festival	\$30.00
Tuning Fork	\$10.00
Performance Outfit	see pg. 2

***Jolie Chanson Womens Choir +***

**\$120.00 expenses- half due by Aug. 26 & remaining balance due by Jan. 27**

**Breakdown:**

Music	\$5.00
Accompanist	\$10.00
Ole Miss Choral Festival	\$25.00
District Choral Festival	\$20.00
MidSouth Choral Festival	\$30.00
Shoes	\$20.00
Tuning Fork	\$10.00
Performance Outfit	see pg. 2

**MATERIALS**

**School Supplied:**

- Choir Folder
- Pencil
- All Music
- Personal Calendar

**Procedure:**

Pick up your folder from the appointed bin prior to the tardy bell. When rehearsal is over, return your folder to the bin.

**YOUR STUFF**

**Piano:** The piano is an instrument, not a piece of furniture. Never place anything on the piano at any time, nor should the piano be used as a writing surface at any time.

**Belongings:** Your belongings should be kept along the mirrored wall or under the dry erase board. Your belongings **SHOULD NOT** be on the desk, table, piano, risers, or shelves!

+ **If a student is a member of both *Canto Forte* or *Jolie Chanson* during the Spring Semester & *Voci Novella* during the Fall Semester, the student will pay the Canto Forte/Jolie Chanson fee..**

# How to Turn In Money

**TAX-  
DEDUCTIBLE  
DONATIONS** can be made to the choir by individuals & corporations. If you know someone who would like to donate goods, service, or funding to the choir program at any point in the year, please contact the director or the choir booster treasurer.

**ALL MONEY WILL BE TURNED IN TO THE HL CHOIR BOOSTERS.** This would include fundraising, expenses, honor choir registration & lodging, letterman jackets, spirit gear, performance attire (girls), the choir trips, & ‘fair share’ (if applicable). The procedure for turning in money to the choir booster account is listed below & is posted on the wall above the deposit box.

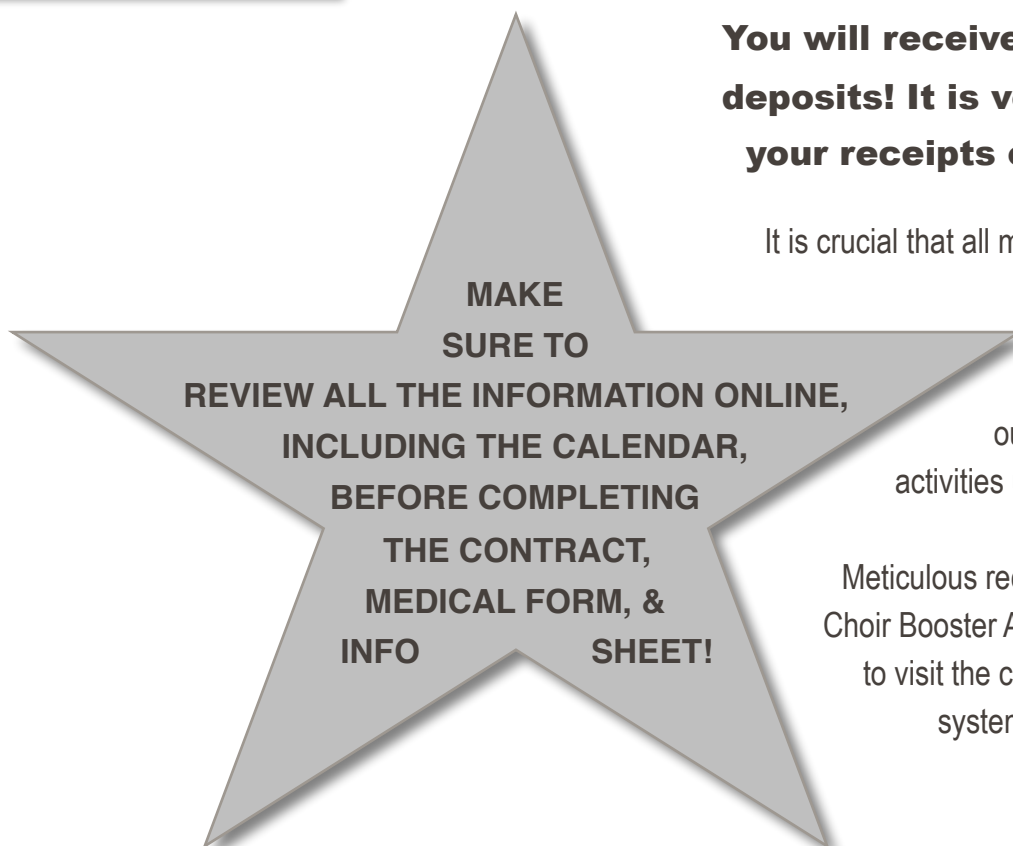
- find your deposit envelope in the basket & complete the front with the deposit information (date, amount, & what the money is for)
- complete the information on the deposit log clipboard
- have a director verify & sign BOTH the log & the envelope
- **DO NOT SEAL THE ENVELOPE**
- drop the envelope in the deposit box & return the log.

**You will receive a receipt for all deposits! It is very wise to keep your receipts on file at home!**

It is crucial that all money is paid on time.

Choir members who are not current on their account payments will sit out of performances & other activities until their account is current!

Meticulous records are kept of the HL Choir Booster Account. You are welcome to visit the choir room to see how the system works for yourself!



**ALL FORMS SHOULD BE COMPLETED & TURNED IN BY SEPT. 1ST**

**FORMS TO BE TURNED IN ARE:**

Choir Contract (notarized) - pg 5  
Booster Enrollment - pg 7

Medical Release/Permission Slip (notarized) - pg 6  
Copy of Insurance Card - attached to Medical Release

# Auditioned Choir Contract

All students must be committed to striving for excellence each & every day and in each performance. Auditioned choir students are required to attend several performances each year in order to remain an auditioned student.

**I have read the choir requirements, calendar, and the policies and procedures online and in the 2017-2018 Horn Lake High School Choral Department Handbook. I will adhere to the policies, rules, regulations, & requirements contained therein, not only to the letter but also to the spirit inherently intended. I understand and agree to the necessary financial and time commitment for all HLHS auditioned choir students and the consequences for not following through on these commitments. I pledge to support the HLHS Choral Program through energetic participation in all mandatory and as many optional activities as possible. I have entered all dates on my personal calendar.**

-----  
Choir Member's Signature DATE

-----  
Parent/Guardian's Signature DATE

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Notary's Signature - MUST BE NOTARIZED DATE

Notary Stamp Here

# HORN LAKE HIGH CHORAL DEPARTMENT

## 2017-2018 MEDICAL RELEASE & PERMISSION SLIP

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

Parents Names \_\_\_\_\_

phone #s \_\_\_\_\_

### EMERGENCY INFORMATION (OTHER THAN PARENT):

Name \_\_\_\_\_ phone # \_\_\_\_\_

Relation to student \_\_\_\_\_

Please list any health problems or allergies: \_\_\_\_\_

Please list any medications your child must take: \_\_\_\_\_

Family Physician & Phone Number \_\_\_\_\_

Health Insurance & Policy ID# \_\_\_\_\_

### PERMISSION TO ATTEND/DISCIPLINE EXPECTATIONS:

My HLHS choir member has permission to attend all choir related field trips/performance trips during the 2017–2018 school year. I also understand that if my child does not follow any of the listed rules or guidelines, a conference call will be made between the principal, choir directors, & myself and could result in my child being sent home immediately at my expense and/or removal from the choir.

### PERMISSION FOR TREATMENT:

My permission is granted for the Horn Lake High School Choral Directors, or any official chaperone, to obtain necessary medical attention in case of injury/emergency for my child. I/We the undersigned, do hereby release, remise, & forever discharge all sponsors from any & all claims, demands, actions, or causes of action, past, present, future arising out of any damage or injury while participation in choir events.

-----  
Parent/Guardian's Signature

DATE

-----  
Notary's Signature - MUST BE NOTARIZED

DATE

Notary Stamp Here

**PLEASE PRINT NEATLY!**

# Information Sheet

NAME OF STUDENT	
PREFERRED ADDRESS	
CONTACT NUMBER(S)	
EMAIL ADDRESS	
CURRENT CHOIR(S)	
STUDENT GRADE	
STUDENT SHIRT SIZE	

## Class Schedule

	SEMESTER 1, TERM 1	SEMESTER 1, TERM 2	SEMESTER 2, TERM 3	SEMESTER 2, TERM 4
BLOCK 1				
BLOCK 2				
BLOCK 3				
BLOCK 4				

## Parent Information

PARENT/GUARDIAN 1	
PREFERRED PHONE	
PREFERRED EMAIL	
PARENT/GUARDIAN 1	
PREFERRED PHONE	
PREFERRED EMAIL	

**I am interested in assisting with choir activities. Please contact me concerning the following:**

<input type="checkbox"/>	CHAPERONE A TRIP OR CONTEST	<input type="checkbox"/>	ASSIST WITH A FUNDRAISER
<input type="checkbox"/>	CHAPERONE AN ACTIVITY	<input type="checkbox"/>	DRIVE A DESOTO COUNTY SCHOOL BUS
<input type="checkbox"/>	PARENT HELPER AT A CONCERT	<input type="checkbox"/>	LEADERSHIP WITHIN THE CHOIR BOOSTERS
<input type="checkbox"/>	SERVE/PLATE FOOD	<input type="checkbox"/>	OTHER