

# W.T. Woodson HS Choral Department Handbook

♪ 2017-2018 ♪

## Instructors:

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## Syllabus

### Class Expectations

1. All food and drinks are to be finished **BEFORE** entering the room. **All unfinished snacks should be placed in your backpack or thrown away. No open containers of soft drinks, juice, etc. are allowed in the room.**  
**Water is allowed during class. In fact, it's encouraged!**
2. No gum or candy at any time, unless given permission.
3. All students are to be **seated** with music and pencil **when the 2<sup>nd</sup> bell rings**.
4. Remain quiet during attendance and all announcements. This includes PA announcements, Pledge, and Moment of Silence.
5. Quiet and focused rehearsals are essential. This allows the director to do his/her work, which is to help you.
6. **All cell phones & other devices will be silenced and stored in your backpacks** during class and after school rehearsals, unless otherwise directed. Failure to follow this may result in the cell phone being taken away during class and submitted to the main office.
7. Students are to remain at their seats throughout the rehearsal.
8. Mark your music in pencil as instructions are being given.
9. If you have a question, raise your hand. Please do not call out.
10. Inappropriate language is not acceptable.
11. Respectful behavior toward teachers, students, parents, and all guests is expected.
12. Your level of participation directly affects the ensemble. This is a team effort.
13. A cooperative and positive attitude is necessary to ensure our success.
14. Attendance and punctuality at all rehearsals and performances is expected as well as the timely completion of assigned work and meeting deadlines.
15. Appropriate attire according to FCPS dress code will be enforced. Please remember, hats are not allowed in school. Students not complying will be referred to an administrator.
15. Demand more of yourself. Go the extra mile for the good of yourself and the group.
16. Always do the right thing!

## Course Objectives:

1. Students will develop knowledge of musical terminology and spelling.
2. Students will learn correct diction of all languages sung.
3. Students will develop proper vocal technique in relation to intonation (in tune/out of tune), breathing, posture, correct tone production, phrasing, rhythmic precision, and style.
4. Students will learn memorization techniques and are expected to perform all concerts memorized.
5. Students will develop skills to sing the appropriate part correctly and independently.
6. Students will learn music literacy at the appropriate level. This will involve sight singing and music theory.
7. Students will learn proper care and use of music, folder, pencil, equipment and uniform.
8. Students will learn performance etiquette in relation to attire and decorum as well as punctuality and time management.

## Grading Policy

### REHEARSAL STRATEGIES: 40%

Daily Rehearsal Technique: Student attendance is very important in a performance based class. Many aspects of the rehearsal such as balance and blend within the ensemble cannot be recreated through individual instruction. Points will be awarded on a weekly basis using the following rubric. Each day of rehearsal will be valued at 15 points. Participation grades will also be given for other course work such as form completion and worksheets.

<b>Rehearsal Technique Rubric</b>	<b>5</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>
<b>Critical Thinking</b>	Demonstrates superior knowledge of class expectations during rehearsals.	Demonstrates above average knowledge of class expectations during rehearsals.	Demonstrates average knowledge of class expectations during rehearsals.	Demonstrates below average knowledge of class expectations during rehearsals.	Demonstrations poor knowledge of class expectations during rehearsals.
<b>Collaboration</b>	Works effectively with teacher and classmates. Can work independently and as a leader	Works effectively with teacher and classmates. Can work independently when needed.	Experiences some difficulty working with teacher and/or classmates. Has difficulty with within the section.	Experiences much difficulty working with teacher and/or classmates. Needs frequent supervision and/or redirection.	Is unable to work with teacher and/or classmates. Cannot work independently or within the section. Needs constant supervision.
<b>Readiness</b>	Has correct music and pencil at all times. Is always attentive, on time, and on task.	Has correct music and pencil regularly. Is mostly attentive, on time, and on task.	Is without correct music and pencil at times. Is frequently inattentive, off task, and/or late.	Is regularly without correct music and pencil. Is mostly inattentive, off task, and/or late.	Is consistently without correct music and pencil. Is always inattentive, off task, and/or late.

A student with an unexcused absence from class will receive a 0 for their rehearsal technique grade for the missed day. An unexcused tardy from class will equal a loss of 5 points for the day. After three unexcused absences, or 6 unexcused tardies from class during a quarter, administrative intervention will be utilized. This process will begin with a meeting between the student, an administrator, the instructor, and the parent/guardian to create an instructional plan to promote student rehearsal with the ensemble during regularly scheduled class. Continued unexcused absences from class rehearsals may result in a course reassignment. Please note all students are part of an ensemble and therefore are needed for rehearsals and performances. This a team effort and we value all students in our performances.

#### ASSESSMENTS: 60%

- Co-Curricular rehearsals - 60 points
- Concerts - 100 points
- Sight-singing Quizzes - 30 points
- Other quizzes in relation to course objectives will be assigned points values relative to the amount of content that is assessed.

#### **Missed After School Rehearsal and Performance Procedures**

♪**Excused rehearsal:** Practice all music after school in the chorus room. An alternate assignment may be given. Students are expected to make up the amount of time equal to the length of the rehearsal. This must be completed within one week after the student returns to school.

♪**Excused performance:** Sing **ALL** concert music for your assigned choral director. Make-up dates will be scheduled at your teacher's discretion. An additional assignment will be given. Students are expected to make up the amount of time equal to the length of the concert. This must be completed within one week after the student returns to school.

Excused rehearsals or performances are accepted for the following reasons:

1. Illness
2. Family emergencies
3. Unavoidable conflicts, such as a pre-arranged absence

**Schedule doctors' appointments for times other than after-school rehearsals and performances.** **Work, homework, etc. is not an excused absence...** Plan ahead! Advance notice is required whenever possible. It must be in writing and signed by a parent/guardian.

♪**Unexcused absences** from a rehearsal and/or performance will receive a zero. A make up assignment will not be given.

#### **Co-curricular Attendance Policy**

Per FCPS Regulation 3866 and the FCPS Course Description for music classes, attendance and participation in outside-the-school-day events are a required and graded component of the course. For music classes, this includes, but is not limited to, rehearsals, performances, clinics, and assessments. Since rehearsal and performance situations cannot be recaptured, make-up and/or alternative assignments are only offered for absences deemed excused (student illness, death in the family, religious observances). Ample notification of after school rehearsals and performances are printed in the department calendar. Unforeseen changes/additions

to the calendar will be communicated in a timely manner. **It is critical that families transfer the Woodson Chorus Calendar dates to their home calendar to avoid conflicts with course requirements.** One student's absence does affect the ensemble!

**This course follow the Fairfax County Public Schools Grading Policy as listed below:**

A (93-100) = 4.0    A- (90-92) = 3.7    B+ (87-89) = 3.3    B (83-86) = 3.0  
B- (80-82) = 2.7    C+ (77-79) = 2.3    C (73-76) = 2.0    C- (70-72) = 1.7  
D+ (67-69) = 1.3    D (64-66) = 1.0    F (below 64) = 0.0

## **Honor Code and Honor Council**

### Honor Code and Honor Council

Woodson High School strives to produce students who act, at all times, in a manner that demonstrates honor and integrity. Any suspected incidents of cheating, plagiarism, or fraud will be referred to the Honor Council. Students found in violation will be subject to the consequences as outlined in the Honor Code. For more information, please refer to the Honor Code and Honor Council Procedures at:

[http://www.fcps.edu/woodsonhs/academics/ai\\_honorcode.html](http://www.fcps.edu/woodsonhs/academics/ai_honorcode.html)

## **After School Rehearsal Policy**

As listed above, after school rehearsals are a part of your grade. These rehearsals are an important aspect in achieving our goals. The following guidelines are to be followed:

1. All students are to be in the rehearsal area, seated or standing as the case may be, ready to begin on time. All students should arrive at least 5 minutes before the actual starting time. **The start time is NOT the arrival time.**
2. If you must meet with a teacher to make up work or take a test on the day of an after school rehearsal, you are to see your assigned chorus teacher first to receive a pass to take to the teacher. Please do not wait until after school. This will allow you to go directly to your teacher. **You must have this pass** in order to have an excused tardy for a rehearsal.
3. If you have an after school sports practice, come to rehearsal first and your assigned chorus teacher will give you a pass to go to practice **after** rehearsal is finished. You must remain for the entire rehearsal. It is important that you inform your coach ahead of time of your after school rehearsal.
4. If you have a game, please submit a note, signed by a parent/guardian, to Mr. Ehrlich at least 1 day ahead of time. **Please type all notes. See grading policy for excused absences.**
5. SCHEDULE DOCTOR APPOINTMENTS for days other than after school rehearsals.
6. **Work is not an excused absence from an after school rehearsal.**
7. If there is an unavoidable conflict, it must be submitted **in writing** to Mr. Ehrlich at least 1 day ahead of time. This note must be signed by a parent/guardian. **Please type all notes. See grading policy for excused absences.**

8. In case of an emergency, please call the choral office and leave a message. A note, signed by a parent/guardian, must be turned in to your assigned chorus teacher the next day you are in school. Mr. Ehrlich's office # is **703 503-4667**. Ms. Moir's office # is **703 503-4663**

## **Concert Policy and Procedure**

1. All students are to be seated in the assigned area by the appointed time.  
Arrive at least 10 minutes ahead of time.  
**If you are early, you are on time. If you are on time, you're late!**
  2. Students are to arrive in FULL uniform. ALL uniform parts are to be worn.  
**Women:** Hair is done off the shoulders and pearls/necklace are on! Sheer black hose or knee-highs.  
**Men:** Black socks and black polishable dress style shoe : Shirts tucked in, vests and ties on.  
**Everyone should be completely ready to go!**  
Dresses: HEMMED 2 INCHES from the floor with your chorus shoes on. (Your dresses are tailor made for you.)  
Pants: HEMMED so that the pants have a small break at the top of the shoe
  3. If you have a uniform problem, you are to arrive **30 minutes before** report time.
  4. Students are to remain quiet and focused in the warm-up area.
  5. The only accepted reasons for an excused absence from a concert are:  
A. Illness                      B. Family Emergency                      C. Pre-arranged absence
- \* Please call the choral office if you are sick or in case of an emergency: **703-503-4667** \*
6. Students are expected to follow **proper concert etiquette** during the concert.
  7. **All students are to remain for the entire concert.**
  8. Students are to remain in full uniform after the performance. This includes shirts tucked in and vests and ties on. You may change when you get home.

**\*\*\*IT IS IMPORTANT THAT YOU FOLLOW THE ABOVE GUIDELINES\*\*\***

**\*\*As always, your cooperation is greatly appreciated!\*\***

## **Return Periods**

**Return Periods** are intended to provide opportunities for clarification, intervention and review. Teachers will not be presenting new material at this time. Flip-flop passes are required for a student to go to another class before going to a different class. **You must be present for attendance in the chorus return period class.** You must get the pass from the teacher to whom you are going ahead of time. The tardy policy applies. Coming late to return period because you were getting a pass from another teacher is not an excused tardy.

**READ & SIGN THE AGREEMENT FORM, WHICH  
WAS INCLUDED IN YOUR CHORUS PACKET**

# **Chorus Finances and Uniforms**

The choral department course fee for the 2017-2018 school year is \$40. This fee is utilized to pay for equipment repair and replacement, concert program printing, folder upkeep and repair, professional instrumentalists, professional accompanists, additional piano tuning/maintenance costs, guest clinicians, music literacy materials, and pencils.

Performers wear designated concert attire for all performances. Purchase and payment information is in attached documentation. Parents/guardians of students with financial needs are encouraged to contact their music instructor for assistance.

PLEASE SEE ATTACHED DOCUMENTATION FOR PAYMENT INFORMATION RELATING TO THE COURSE FEE AND UNIFORMS.

This course adheres to FCPS School Board Regulations including the following.

- R3866.1 Co-curricular statement:  
[http://www.boarddocs.com/vsba/fairfax/Board.nsf/files/ADBHDL479B49/\\$file/R3866.pdf](http://www.boarddocs.com/vsba/fairfax/Board.nsf/files/ADBHDL479B49/$file/R3866.pdf)
- P3205 Homework:  
[http://www.boarddocs.com/vsba/fairfax/Board.nsf/legacy-content/867SLA2A9049/\\$FILE/R3205.pdf](http://www.boarddocs.com/vsba/fairfax/Board.nsf/legacy-content/867SLA2A9049/$FILE/R3205.pdf)
- R5922 Student Fees:  
[http://www.boarddocs.com/vsba/fairfax/Board.nsf/files/AQ9JWQ48FFD5/\\$file/N5922%202017-18.pdf](http://www.boarddocs.com/vsba/fairfax/Board.nsf/files/AQ9JWQ48FFD5/$file/N5922%202017-18.pdf)