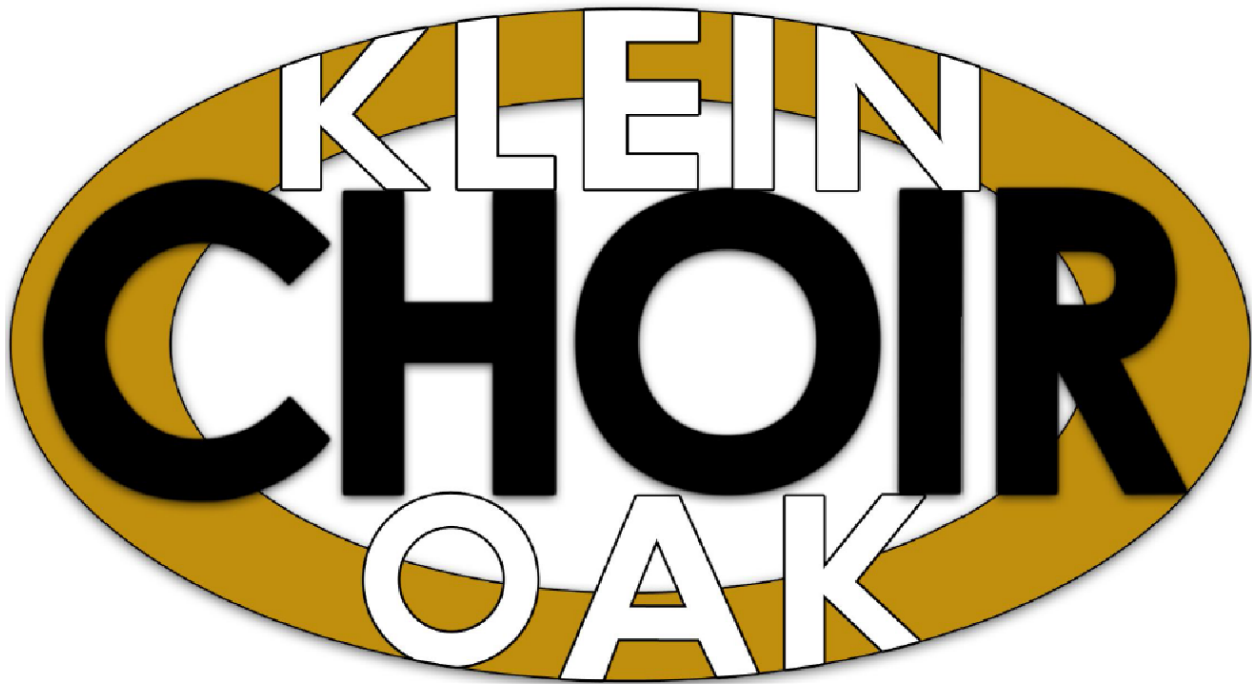


KLEIN OAK HIGH SCHOOL
CHORAL PROGRAM HANDBOOK
2023-2024



“At The Oak, Choir is life!”

Daryle Freeman, Head Director of Choral Program
Heather Leal, Associate Director of Choral Program

**KLEIN OAK HIGH SCHOOL
CHORAL PROGRAM HANDBOOK 2022-2023**

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CHORAL PROGRAM HANDBOOK 2023-2024

INTRODUCTION

Thank you for being a part of the Klein Oak Choir Program! KO Choir has a rich history of excellence in choral performance, but it is because of the strength of character, work ethic, and positive attitude YOU provide that will continue to inspire future generations of Panthers. We, the directors of Klein Oak Choir, are thrilled you have decided to become a part of our family, and we can't wait to see you grow in our classroom!

MISSION STATEMENT

The Klein Oak High School Choir Program seeks to create a passionate, powerful, and impactful classroom centered around the love of choral music while inspiring strong characters and student ownership to positively impact their future.

PROGRAM STRUCTURE

The Klein Oak High School Choir Program currently includes the following five ensembles: Cantus (Beginning Tenor/Bass), Bel Canto (Beginning Treble), Amabile (Varsity Treble), Chamber (audition only), and Chorale (Varsity Mixed). No freshmen are allowed to audition for any varsity-level choirs for a variety of reasons, including, but not limited to, teaching the appropriate vocal skills necessary to compete at the high school level, acclimation to the high school experience, avoidance of vocal fatigue, and program burn-out.

PLACEMENT PROCESS

Any interested KOHS student is welcome to participate in the Choral Program. Placements take place every year in late Spring. All students who wish to enter the program must complete a placement, which will involve the following components:

- Assessment of vocal range
- Melodic and rhythmic sight-reading
- Ear Training/testing

Final placements are based on the singer's vocal ability, work ethic, strength of character, and available places in each voice section. Every student will receive the opportunity to sing in a curricular ensemble.

If a student is assigned to a choir but is unable to be in that ensemble due to a scheduling conflict with another class, the student has two choices:

1. The student may choose to drop the conflicting class and remain in their assigned choir.
2. The student may choose to remain in the conflicting class and move to the next lower-level choir. Note: students may NOT choose to move UP to the next higher level choir.

REHEARSALS

Rehearsals begin promptly when the bell signals the start of the period. Students should pick up their folders and be in their assigned place on the risers. **Being tardy results in a deduction from the student's daily participation grade.**

Rehearsals begin with a vocal warm-up, a skill-building activity, and then move to the preparation of choral music. At the end of rehearsal, students should place all music and materials inside their folder and return the folder to the appropriate cabinet.

REHEARSALS CONTINUED

General guidelines for daily rehearsal:

1. Always come prepared with your music and a pencil with an eraser. Part of your daily grade is based on having your required materials.
2. Mark your music as instructed. Making notes in your scores enables us to ensure we avoid repeated mistakes and thus allows progress to occur quickly. Please be prepared for unannounced music checks.
3. **No gum, food, soda, or candy is allowed on the risers during rehearsal time.** Only water is allowed. (If you have a medical condition that requires you to eat periodically, please inform the nurse who will, in turn, inform the directors)
4. When rehearsing, remain quiet when we stop to polish or make corrections. It is not a time to begin socializing or talk about what just happened. This is known as podium etiquette.
5. **CELL PHONES ARE NOT PROHIBITED IN ALL REHEARSALS. Cell phones may be taken up if they become a constant distraction or disruption.**
6. Students may not use the restroom during rehearsal except for medical reasons.
7. Be supportive of your fellow choir members at all times. This includes inside and outside of rehearsal. All of our actions reflect mutual respect for our KO Choir community.
8. Every choir member will be assigned a music folder. **PLEASE WRITE YOUR NAME IN PENCIL ON EVERY PIECE OF MUSIC IN YOUR FOLDER.** Any folders or music left on the risers will have a negative impact on your participation grade. Each student will be responsible for the proper use, maintenance, and return of their assigned music. **DO NOT BORROW MUSIC FROM ANOTHER FOLDER OR USE ANOTHER STUDENT'S MATERIALS.** If you have lost your materials, please check the rainbow drawers for extra copies, if you take the last copy please inform the director at the end of rehearsal.
9. Books, backpacks, and other personal items must be placed in the cupboards/shelves located in the back of the choir room, no personal belongings are to be brought on the risers. **During concerts, students should leave all valuables with their parents/guardians.** KOHS is not responsible for any lost items.
10. Turn in all forms, materials, money, etc. by deadlines, in your class period drawer. You will receive reminders in class and via Choir Wire.

If a student is unable to participate in a rehearsal because of illness, he/she should stand/sit in their assigned place on the risers during these rehearsals. This will allow the student to earn full credit for that day's rehearsal.

You are always welcome to visit with the directors. **However, please do not enter the office area unless a director is present or you received specific permission to do so.** Also, please understand that the moments just before the beginning of class are rarely a good time to discuss items of personal importance. The directors are available before and after school and often during lunch. If possible, payments and all discussion items should be made at these times rather than during rehearsals.

EXPECTATION FOR OUTSIDE REHEARSALS

While these ensembles do not have regular homework as you would find in other classes, there are occasional assignments that require time spent outside rehearsal. Students should regularly check Schoology for notes regarding rehearsals, assignments and memorization deadlines, announcements, and other important scheduling information.

Students are required to complete assignments and meet deadlines if they wish to earn full credit for the daily assignment portion of their nine-week grade.

EXPECTATIONS FOR OUTSIDE REHEARSALS CONTINUED

On occasion, additional rehearsals will be scheduled for after-school hours. All rehearsals and performances appear on the calendar located on the choir website. (www.kleinoakchoir.com) **It is the student's responsibility to know the rehearsal and performance calendar.** All students are required to attend and should plan accordingly. If emergencies or unavoidable conflicts arise, the student should speak directly to his/her director. It is not valid to have peers relay information to your director. Efforts will be made to avoid conflicts with other extracurricular practices, and the directors will coordinate shared rehearsal time when school-related conflicts occur.

ASSESSMENT/GRADING SYSTEM

Your grade is determined by the following criteria:

- Rehearsals (40%)
 - Daily Participation (counts toward weekly rehearsal grade)
 - Singing Tests
- Concert Attendance and Performance/Assigned Major Projects in Schoology(TBD) (60%)
 - Repertoire
 - Is the music memorized and performed at a high standard?
 - Concert and Dress Rehearsal Attendance
 - Arriving late for/leaving early from a performance will result in a ten-point (10) penalty off the Attendance Grade.
 - Etiquette
 - Behavior is up to the standard of concert etiquette as discussed in rehearsal and the choir handbook.

The Responsibility component of a student's grade encourages individuals to be mature and reliable contributors to the ensemble. Unlike other courses, being a member of a choir requires a student to trust their peers because they have direct control over the final outcome.

Students are expected to check in at the beginning of the concert with their designated section leader/Ambassador by the designated call time. The section leader or Ambassador will complete a dress code check for each singer and report any problems to one of the directors. **STUDENTS MUST REMAIN FOR THE ENTIRE CONCERT. FOLLOWING THE CONCERT, ALL STUDENTS ARE EXPECTED TO HELP TEAR DOWN AFTER CONCERTS. STUDENTS MUST SIGN OUT WITH THEIR DESIGNATED SECTION LEADER OR AMBASSADOR.**

CONCERT RESPONSIBILITIES AND ATTENDANCE

Because you are a member of a performing group, attendance is required for all mandatory performances both during and outside school time. A complete performance calendar is included in the handbook, and the directors will provide regular and advanced reminders. Both rehearsals and concerts are required choir activities that serve as daily and test grades each marking period. Their circumstances cannot be duplicated at another date or time. If a student chooses not to participate in or is tardy to a required choir activity, even if that activity occurs before/after school or on a weekend, the singer's grade will be penalized.

If a student is tardy or absent for the following reasons the tardy or absence may be considered excused **ONLY** if the student notifies the choir director in writing prior to (or immediately following in the case of any emergency) the required activity. Criteria the choir director uses in determining an excused absence are listed below.

- Is the tardy/absence a result of severe illness (fever, vomiting, etc.)?

- Is the tardy/absence a result of an unforeseen immediate family emergency (death in the family, sudden hospitalization, accidents, etc.)
- Other school activities (sports, tutoring, club, meeting) **must be cleared with the choir director in advance.**
- Religious activities must be cleared with the choir director in advance.
- Other circumstances as determined by the choir director in advance.

Unexcused tardies or absences are determined by the choir director and include but are not limited to:

- Lack of a ride (ask a choir friend) or notify your Director **IN ADVANCE** if you need help.
- Non-school-related activities (sports, dance or music lessons, rehearsals, recitals, parties, dinners, etc)
- Homework/group project that could have been completed before or after the rehearsal.
- Job (clear your work schedule in advance by using the Choir calendar).
- Trips
- Family planned activity
- Other circumstances as determined by the choir director

If notification is not received, then a grade of “0” will be given for the activity. If an expected tardy/absence occurs due to an emergency, a note must be turned in immediately upon return to choir.

If a singer misses a concert with prior approval from the director, she/he must complete the alternative assignment assigned to them within a week of the concert date. A student with an unexcused absence from a performance will receive a zero.

CONCERT UNIFORM

Each choir member will be assigned a uniform (tuxedo for men, long concert dress for women). Women will be asked to wear black, closed-toe DRESS shoes with a 2” or less heel. Ladies are strongly encouraged to wear shapewear or a slip under their dresses to ensure they lay nicely. Small stud earrings may be worn and hair must be pulled back from the face. Men must provide a tuxedo shirt to be worn with the school-issued tuxedo, black bow-tie, and cummerbund. Men are required to wear black DRESS socks and black DRESS shoes. **Tennis or other casual shoes are not acceptable.** Uniforms are taken home during the school year and are returned at the end of the school year for cleaning.

FAILURE TO RETURN YOUR UNIFORM OR ANY DAMAGE TO YOUR UNIFORM WILL RESULT IN A HOLD ON YOUR REPORT CARD, BOOKS, DIPLOMA, AND RECORDS.

ACADEMIC ELIGIBILITY

In choir, concerts are part of our curriculum. Because of this, eligibility does NOT play a factor in concerts or UIL Concert & Sight-Reading Contest. To participate in any other extracurricular activity (Madrigal Dinner, Mad Fest, elementary tours, region choir auditions/performance, participation in Spring Trip, etc.), ***you must be eligible.*** This means you must pass all non-waivable courses with a grade of 70% or better. **Your grade status also directly impacts your choir placement.** Students in varsity level ensembles will be removed from their current ensemble after 2 periods of ineligibility. We will not place ineligible students in competitive ensembles regardless of your ability.

SUSPENSION

Any student that misses class due to ISS (In-School Suspension) or OSS (Off-Campus Suspension) will be required to complete a paperwork assignment to compensate for lost rehearsal time. These assignments will be graded and applied toward the Rehearsal Participation component of the nine-week average. If the ISS occurs on the day of a performance, the singer forfeits his/her privilege to participate in the performance. Directors reserve

the right to remove students from varsity level ensembles and or the choir program due to campus behavior infractions. Immediate removal from the choral program will incur when any DAEP placements occur during the school year.

CHAMBER INFORMATION

Chamber is an elite performance group consisting of the 16-32 top singers in the KO Choir program. This ensemble does not compete at UIL and instead performs at various other contests and other specialized performance opportunities. Any student in grades 10-12 who wishes to participate in Chamber **MUST BE A REGISTERED MEMBER OF EITHER AMABILE OR CHORALE.**

PRIVATE LESSONS

Private lessons are available on a limited basis to those students who are willing to commit to extra study and effort. Such lessons are strongly encouraged for serious music students, particularly anyone who is committed to membership in Region or All-State Choirs. Students must recognize this involves a financial responsibility that must be respected and met faithfully. All finances are handled directly by the private teacher. Please speak with a director if you have an interest in pursuing this additional study. Private lessons will be offered on campus this year with a team of KISD-hired voice teachers. We also will guide students toward off-campus teachers, if the interest arises.

FUNDRAISING

Klein Oak Choir does not receive activity funds support from the school or district. The only means of funds coming into the program are student activity fees, ticketed events, or fundraising. Every year Klein Oak Choir participates in Flags Across Klein, a tremendous fundraising collaboration that gets our students out serving in our community. There are 6 deliveries and returns of flags throughout the year, and each member in KO Choir is required to participate in at least two of those deliveries/returns. Students participating in this community outreach can also receive service hours for NHS, Tri-M, NCL, etc. There is a possibility of hosting a couple of additional fundraising efforts as the cost of travel and other expenditures have gone up. Appropriate notice about any additional fundraising efforts will be shared in a timely manner if the need arises.

CHOIR FEE

All choir students will be charged a fee to participate in choir. This fee covers the cost of any clinicians, accompanists, the year's theme t-shirt, required contest entry fees, office supplies, other additional equipment, and other extracurricular and consumable expenses (meals, socials, musical purchasing, etc.). The fee for all choir students is \$70. **Choir Fees are paid through School Cash Online ONLY, checks and cash cannot be accepted.**

KISD SOLO AND ENSEMBLE CONTEST

The Klein ISD Solo & Ensemble Contest is a very prestigious contest that all students should take part in at some point in their Klein Oak Choir experience. This spring semester event provides students an opportunity to select a song from the UIL Prescribed Music List, memorize it, and perform it for an appointed judge. The judges give a rating to the student based on musicality, interpretation, knowledge of the song, memorization, vocal technique, etc. In addition, the judge gives a brief clinic/coaching session to each student. After learning the pitches and rhythms of the song, students should request assistance from their voice teacher and/or choir director in refining the music for the best possible performance... **Note: Students will not receive a refund once the registration deadline has passed even if they do not perform.**

LETTERING REQUIREMENTS

Information is taken from the
Board of Trustees' Policy E-61
Award Jackets for Lettering High School Music, Drill Team,
and Other Non-Athletic Events

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Students may only receive one school-purchased award jacket during their high school careers at the same school. Freshmen are required to earn ten (10) points in a year. Sophomore, Junior, and Senior students are required to earn eight (8) points.

If a student becomes eligible for an additional letter, a suitable recognition patch or stripe will be made available for the student to indicate that he has achieved this recognition more than once. Seniors may elect to receive a blanket or other similar standardized award if this is the first year they are eligible for an award jacket.

- A. To receive an award jacket or letter, students must be members of a student organization that actively participates in interscholastic competition and/or drill team activities and remain in good standing for the entire school year.
- B. Students must demonstrate a positive attitude and maintain a satisfactory citizenship/conduct and scholarship average.
- C. Students must attend all required functions and activities of the organization or sub-groups unless excused by the coach/director/sponsor.
- D. Students, other than drill team members, must fulfill one or more of the following lettering requirements in one school year:
 1. Earn a minimum of ten points for Freshman students or eight achievement and/or participation points for Sophomores, Juniors, and Seniors. Achievement points do not accumulate or carry over from year to year and may be earned as follows:
 - 4 points for achieving membership through audition in a performing all-region band, choir, orchestra, or jazz band
 - 2 points for achieving membership through audition in the ninth-grade all-region band
 - 4 points for advancing to the area level audition in band, choir, or strings
 - 2 points for achieving membership in the all-state band, choir, or orchestra
 - 3 points for achieving a first division/superior rating on a Class I or II solo at UIL solo and ensemble contest or for achieving an excellent rating at the KISD solo and ensemble festival
 - 3 points for achieving a first division/superior rating on a Class I or II ensembles at the UIL solo and ensemble contest or for achieving an excellent rating at the KISD solo and ensemble festival (Only two solo and/or ensemble events may be counted toward lettering in a single year.)

Participation points for band, orchestra, and choir members will accumulate or carry over from year to year and may be earned as follows:

- 2 points at the beginning of the second year of participation in a competing organization
- 2 points at the beginning of the third year of participation in a competing organization
- 4 points at the beginning of the fourth year of participation in a competing organization, contingent upon the **student remaining a member of the organization for his/her entire senior year** under the conditions stated in A, B, & C above. Failure to meet these criteria could result in the forfeiture of jackets.

A student who is ineligible for any extracurricular activities during the year will forfeit participation points for that year.

SPRING TRIP

One of the best things about high school choir is the Spring Trip. This year our Spring Trip is tentatively set for Honolulu, HI. Please note that No Pass/No Play guidelines affect trip participation, meaning students must be eligible in order to attend. More information, including full itineraries, contact information, and trip contracts, will be available from the Klein Oak choir website at a later date. Be sure to read the Spring Trip contract carefully when you receive it, as refund restrictions apply.

Full refunds will not be offered to those who must cancel due to ineligibility or after the stated deadline for cancellation has passed.

SPRING CONCERT/POP SHOW AUDITIONS

Auditions for the annual “Pop Show” will be held during the 2nd semester of the 2023-2024 school year. Any auditions are after school and are closed to outsiders. Detailed instructions for the auditions will be distributed well in advance of the date.

Note: Any student that fails to complete their obligations during the school year will not be permitted to audition. This includes (but is not limited to): ineligibility that prevents participation, failure to perform required music, or discipline problems in or out of choir.

CHOIR WEBSITE

www.kleinoakchoir.org is our main source of information about the Klein Oak Choir program. From our website, students and parents can access the choir calendar, listen to recordings, access general information about the choirs and their directors, purchase tickets for events (when applicable), sign up for flags, access forms, and payment options, and more! Please check the website regularly for updated information, and save kleinoakchoir.com as a bookmark for ease of access.

CHARMS OFFICE

Charms is used as our means to send emails to all of our choir students and families. To log in to Charms, to update personal information, follow the directions below:

1. Go to www.charmsoffice.com.
2. Enter **kleinoakchoir** as the school code and your child’s KISD ID Number (with no S)

CHOIR WIRE

A weekly update will be sent to all students and parents/guardians via Charms which provides updates and reminders. This serves as the primary source of communication between directors and families. The Choir Wire can also be found on our website, kleinoakchoir.com. If you are not receiving these emails for any reason, please check your spam folders in your email to see if they are being redirected there. The emails will come from the “Charms Office”. If you are still not receiving emails, please contact Mrs Leal at hleal1@kleinisd.net and she can add or update your contact information.

AMBASSADORS

As an organization, we hold interviews at the end of the school year for students to serve as an Ambassador in the program’s leadership council. These students work in equal capacities as liaisons as well as assisting with tasks that benefit the program. Ambassadors act as a liaison between directors and students as well as all the other organizations on campus. To be an ambassador, the highest levels of character, hard work, and grit is required, as these students are the example to all. It is a true honor to be selected as an ambassador, and we ask all ambassadors to act as such.

TMEA * ALL-STATE CHOIR PROCESS 2023-2024

(*Texas Music Educators Association)

GENERAL INFORMATION - The Texas All-State Choir is one of the biggest and most prestigious honors that can be awarded to choir members in Texas. This is a great opportunity for students to work individually and with others on their musical skills and abilities, and to put those skills to the test. Approximately 16,000 high school students participate from across the state for a coveted spot on the All-State Choir. Any member of the Klein Oak Choral Program is eligible to audition for the TMEA All-State Choir. Each student is responsible for the purchase of the audition music and payment of the \$20 audition fee. **The registration deadline is Thursday, August 25th, 2023.** Any registrations received after this deadline will not be allowed to participate. Anyone who fails to demonstrate adequate knowledge of the music will not be allowed to participate in the auditions and will forfeit any money expended. **Note: Students will not receive a refund once the registration deadline has passed even if they do not audition.**

• **DISTRICT** - The following songs will be selected to audition from for round 1:

(MIXED) Cum Sancto Spiritu

(MIXED) Only in Sleep

(SSAA) Terre-Nueve

(SSA) Susceoit Israel

(TTBB) Non Havea Feco Ancora

(TTBB) Glory Glory Hallelujah

• **REGION** – Students selected to proceed to the Region Audition will audition for the following music:

(MIXED) Himne (up to rehearsal 1 cluster chord)

(MIXED) Richte Mich Gott (Psalm 43)

(TTBB) O Love

(SSA) Flight

• **PRE-AREA/AREA** - Students selected to proceed to the final two rounds will audition the following music:

(MIXED) Himne (up to rehearsal 1 cluster chord)

(MIXED) Richte Mich Gott (Psalm 43)

(SSA) Flight

(TTBB) Stopwatch and an Ordnance Map

ALL-STATE CHOIR - Texas has three All-State Choirs, a Mixed Choir, a Treble Choir, and a Men's Choir. All-State Choir members perform at the Texas Music Educators Association annual convention in February. The 2023 convention will be in San Antonio from February 8th-11th, 2021. Klein ISD pays the membership fee and lodging and also provides a meal stipend.

2023-2024 KLEIN OAK CHOIR CALENDAR

FALL SEMESTER

AUGUST

Tuesday 1st - Booster Club Meeting
Wednesday 9th - First day
Tuesday 22nd - Registration Night/Trip 6-8
?????? - Beginning of Year Social 4:30-6:30

SEPTEMBER

Saturday 2nd - Labor Day Flags Delivery
Monday 4th - NO SCHOOL - Labor Day
Tuesday 6th - Campus Open House 6-8
Wednesday 13th - Labor Day Flags Return
Saturday 16th - District Auditions @ Oak Ridge HS
Tuesday 19th - Booster Club Meeting 6-8
Friday 22nd - Homecoming Game - National Anthem
Friday 29th - FACE Rehearsal @ The Centrum 4-6
Saturday 30th-Face Clinic & Concert @ The Centrum 10-6

OCTOBER

Wednesday 4th - Fall Concert 7:00 pm
Monday 9th-Friday 13th - FALL BREAK
Saturday 14th - Region Auditions @ Tomball Memorial HS
Monday-Friday 23rd-27th - Musical Auditions Week - TBA
Tuesday-Booster Club Meeting 6-8

NOVEMBER

Thursday 2nd - Kemah
Saturday 4th - Veterans Day Flags Delivery
Monday 6th - Region Rehearsal @ The Woodlands C.P. 6-8
Tuesday 7th - Student Holiday
Friday 10th & Saturday 11th - Region Weekend @ Lake Creek HS
Sunday 12th - Veterans' Day Flags Return
Tuesday 14th - KISD Men's Concert @ Houston Northwest
Friday 17th - Pie Day - ALL DAY
Monday 20th -Friday 24th - THANKSGIVING BREAK
Tuesday 28th - Pre-Area @ The Woodlands HS

DECEMBER

TBD - Elementary Tours
Tuesday 5th - Winter Concert
Tuesday 12th - Booster Club Meeting 6-8
Monday 11th-Friday 15th - Finals Week
Monday 18th-29th - WINTER BREAK

SPRING SEMESTER

January

Wednesday 3rd - First Day Back
Saturday 6th - Area Auditions @ The Woodlands HS
Monday 15th - MLK
Tuesday 16th - Booster Club Meeting 6-8
Friday 26th - Musical Opening Night
Saturday 27th - Musical
Monday 29th - Musical

FEBRUARY

Friday 2nd & Saturday 3rd - Musical
Saturday 3rd - KISD Solo & Ensemble @ Klein Forest HS
Monday 12th-Friday 16th - MID-WINTER BREAK
Saturday 17th - Presidents Day Flag Delivery
Tuesday 20th - Booster Club Meeting 6-8
Thursday 22nd - Madfest Preview Concert KHS 7pm
Saturday 24th - MadFest San Antonio

MARCH

Tuesday 5th - Booster Club Meeting 6-8
Monday 11th - Friday 15th - SPRING BREAK
Tuesday 26th - Pre UIL
Friday 29th - Good Friday

APRIL

Tuesday 2nd - Booster Club Meeting 6-8
Thursday 4th - Pop Show Auditions
Tuesday 9th - Wednesday 10th - NV UIL @ Willis HS
Thursday 11th - Friday 12th - Varsity UIL @ Klein Cain HS
Saturday Hawaii Trip 13th - 17th
Monday 15th - Student Holiday

MAY

Wednesday 1st - Chamber Show
Tuesday 7th - Booster Club Meeting 6-8
Saturday 11th - Banquet @ KMCP
Friday 17th - Pop Show
Monday 20th - Friday 24 - Finals Week
Saturday 25th - Memorial Day Flags Delivery

JUNE

Saturday 1st - Memorial Day Flag Return
Saturday 29th - Fourth of July Flag Delivery

JULY

Saturday 6th - Fourth of July Flag Return

bolded dates are required events for all students