**JOHN FOSTER DULLES HS CHOIR CALENDAR**

**Please note that all concert dates are given well in advance with the understanding that attendance at concerts is mandatory and are major exam grades that cannot be made up.**

August: Monday, 21st : Back to School Party, Choir Room, 2:45-3:50 pm

Tuesday, 22nd: Performance for Open House, 6:00 pm.

September: Saturday, 16th: TMEA Region 13 District Choir Auditions, Travis HS

**Wednesday, 20th: Fall Concert, 7:00 pm**

October: Saturday, 14th: TMEA Region 13 Region Choir Auditions, Bush HS

Monday, 30th: Halloween Party, Choir Room, 2:45-3:50 pm

November: Friday, 3rd: Region Choir Clinic, Faith UMC, Richmond

Saturday, 4th: Region Choir Clinic and Concert, George Ranch HS

Tuesday, 7th: Mensfest, DHS

Tuesday, 14th: Pre-Area Audition, Clements HS

December: **Wednesday, 6th: Winter Choir Concert, Rodgers Auditorium, 7:00 p.m.**

Friday, 8th: Winter Tour

January: Saturday, 7th: TMEA Area Auditions, Shadow Creek HS

Wednesday, 17th: Diva Day! DHS Choir Room

February: Saturday, 3rd: UIL Solo and Ensemble Contest, Hodges Bend MS

Wednesday, 7th: TMEA, San Antonio

Monday, 12th: Valentine Party, Choir Room, 2:45-3:50 pm.

March: Wednesday, 20th: FBISD Choir Festival, Sugar Land MC

Thursday, 21st: FBISD Choir Festival, Sugar Land MC

April: **Tuesday, 2nd: UIL Choir Contest, Sugar Land MC**

**Wednesday, 3rd: UIL Choir Contest, Sugar Land MC**

**Thursday, 4th: UIL Choir Contest, Sugar Land MC**

May: **Monday, 6th: Spring Concert, Rodgers Auditorium, 7:00 p.m.**

Saturday, 18th: Choral Department Banquet, 2:00 pm.

**Friday, 24th: DHS Graduation \* *exact date to be determined by FBISD Board***

ABSENCES AND TARDIES

The nature of the choral classroom is community. An absence or tardy by one member affects every member. Students who are habitually absent or tardy hinder the progress of the entire group. Consequently, absences and tardiness are taken extremely seriously. In the case of an absence, students are responsible to ask for missed work and are then required to submit it in a timely fashion. One day per excused absence is the time allowed to get assignments turned in, after which ten points are deducted per day. Students who are habitually absent or consistently tardy will not be placed in any advanced choir. Any student with an unexcused absence from a rehearsal may be cut from a performance.

AFTER-SCHOOL REHEARSALS

In order to prepare for mixed choir performances (which are required for UIL), mandatory rehearsals take place after school each Tuesday and Wednesday from 2:50-4:00 pm. Grades are given for each rehearsal. ***Science labs, club meetings, doctor appointments, driver’s education classes are not excused absences and should not be scheduled on Tuesdays and Wednesdays.*** While sponsors always work together to ensure that students can participate in multiple school activities, the importance of communication cannot be over stressed. It is the responsibility of each student to ask in advance about possible conflicts so sponsors can then communicate. Any absence that is not excused in advance will result in a zero. After a personal conversation with and approval by the choral director, absences must then be documented in writing via email (Not via Schoology or Remind) by the student.

CHOIR EXPECTATIONS

1. Excellence is a daily habit! You are expected to do your best at all times.
2. A positive attitude is the first, most important requirement in choir. Please be ready to make music to the best of your ability every day.
3. Participate! The more you put into choir, the more you will get out of it.
4. Remain eligible in all classes.
5. Attend all required rehearsals and performances.
6. Apply skills of good vocal production, basic theory, and sight-reading skills.
7. Follow all school rules.

Ensemble participation is at the discretion of the choir director and is based on the above expectations as well as the needs of the overall choir program. The director’s decision is final.

CLASSROOM PROCEDURES

1. All school district policies will be followed.
2. Upon entering the choir room, read the board and put your music in the order indicated. Students are responsible for lesson objectives and announcements.
3. Be in your seat or place on the risers with your sharpened pencil, music, and folder ready to rehearse before the tardy bell rings.
4. Tardies are not permitted without a pass from a teacher, counselor, or administrator.
5. Talk only with permission.
6. Keep foreign objects out of your mouth. Gum, candy, food, and beverages are not permitted during any rehearsal or performance.
7. Remain in your seat or in your place on the risers until the director – not the bell – dismisses you.
8. Stay away from off-limit areas such as Dr. Dean’s office, practice rooms, the choir library, and equipment.
9. Never sit on the tops or backs of chairs. Never lean a chair back on two legs. In addition to falling, you can damage the chairs. Please do not put your feet in a chair.
10. Students are not allowed to play the pianos.
11. Complete participation is mandatory, including warm-ups and sight-reading.
12. Proper singing posture is required at all times whether you are sitting or standing.
13. Students are to stay in their assigned seat or place on the risers at all times during rehearsal unless they have the director’s permission to move.
14. Students are not allowed to go to the restroom during class. Make sure to use the restroom during your passing period.
15. Discipline problems distract from the learning process. The choral director reserves the right to prohibit a student from attending or performing in any concert or choir event.
16. We are very lucky to have a nice facility in which to rehearse and perform. Always be careful and responsible, knowing that these resources are not easily replaced. Incidents of vandalism will not be tolerated.

CONCERTS

Music is a performing art, which means that all concerts are major exam grades. In a concert situation, all students perform together and receive a grade that is indicative of their collective and individual performance. Any student who does not perform in the concert will be given a zero for the exam unless there is a valid excuse. Valid excuses only include a death in the immediate family and grave personal illness. Student jobs, a lack of transportation, babysitting, driver’s education classes or other activities are not valid reasons to miss a concert. **Call times for the concert are given well in advance of the day of the concert. Students who are late for their call time will not be allowed to perform.**

Immediately following all concerts, students are responsible for clearing the stage and the performance hall or room. While everyone is anxious to go home, students are only dismissed by the director. After students are dismissed, parents are expected to take their child home. In the event that a student is left waiting for a ride ten minutes after the dismissal, please know that she or he will be taken home by a choir officer or another person. For the safety of the students, no choir student will be left in a parking lot unattended at night. If you do not attend the concert, please be on time to pick up your child. Students who are not picked up immediately following a concert are at risk for not being allowed to perform in subsequent performances.

ELECTRONIC DEVICES

Student cell phones, ear buds, and smart watches must be turned off during class and stored in the student’s assigned folder slot. If a student’s phone or smart watch is seen or heard, it will be confiscated and taken to the front office. Checking the time, texting, or talking on the phone are not legitimate reasons for using the phone during class. The use of other electronic devices is also strictly prohibited during class. Students may not wear headphones or ear buds.

EXTRACURRICULAR STANDARDS OF BEHAVIOR

The District may impose campus, classroom, or club/organization rules in addition to those found in the Student Code of Conduct. Those rules may be listed in the student and campus handbooks or posted in classrooms, or published in extracurricular handbooks, state or national organization bylaws, and/or constitution. Sponsors and coaches of extracurricular activities may develop and enforce standards of conduct that are higher than the District’s general standards and may condition membership or the student’s participation on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time, on and off school property. However, no provision of an extracurricular behavioral standard will have the effect of discriminating on the basis of gender, race, disability, economics, religion, ethnicity, sexual orientation, or gender identity.

Organizational standards of extracurricular activities are independent of the Student Code of Conduct. Violations of these standards of behavior that are also violations of the Student Code of Conduct may result in separate, independent disciplinary actions. A student may be removed from participation in extracurricular activities or may be excluded from school honors or activities for violation of organized standards of behavior of an extracurricular activity or for violation of the Student Code of Conduct.

All students are expected to maintain the highest level of discipline and decorum at all school functions as they represent, not only themselves, but also their families, the choir, the choir director, and John F. Dulles HS. Members of the choir are also expected to maintain passing grades in all subjects. A failing grade in any subject resulting in academic ineligible status will place your membership in the choral program in jeopardy.

GRADING/ATTENDANCE/ELIGIBILITY

1. Students are given a grade each week for their accumulative daily participation, which includes but is not limited to such things as posture, having supplies, and rehearsal skills. Occasionally, students are given participation grades for one specific rehearsal. Other grades are given for written assignments, oral and written exams, performances, and after-school rehearsals. All written assignments must be done in pencil. Work is not accepted in ink. All grades are based on 100 points and an average is taken to determine the final six-week grade. Ten points per day are deducted for late work. Make-up tests for excused absences are always given according to district policy, and students may retest to improve poor failing grades IF they have followed the testing procedures and have seriously worked to improve their grade. The director is available for tutorials.
2. Attendance is required for all after-school rehearsals and performances. Grades are given for each rehearsal.
3. The only excuses for missing a required rehearsal are sickness (being absent from school), a death in the immediate family, or special school activities approved in advance by the choir director. Doctor’s appointments, driver’s education classes, student jobs, and other non-school related activities cannot be considered excused absences from either rehearsals or performances.
4. Any student with an unexcused absence from a rehearsal may be cut from a performance.
5. **Please keep in mind that all choir directors in the state of Texas are required to evaluate students based on participation in group and individual performance in a variety of settings. The experience of performing for a live audience cannot be made-up. Choir members who have an unexcused absence from a performance will receive a zero and will put their choir membership in jeopardy.**
6. In order for a rehearsal absence to be excused, choir members must first have a personal conversation with Dr. Dean prior to the absence. After Dr. Dean’s approval, the student will then need to email Dr. Dean in advance of the absence. Unexcused absences will result in a zero and may result in expulsion from the group.
7. Academic eligibility rules for student participation in extracurricular activities are observed according to the laws of the state of Texas. A grade of 70 or above must be maintained in all subjects in order to participate in TMEA auditions and UIL Solo contest. The Fall, Winter, and Spring Concerts as well as UIL Concert and Sight-Reading Evaluations are not extracurricular in nature. As such, all students are required to participate regardless of eligibility.

FINANCIAL OBLIGATIONS

1. **While it was hoped that the amount of the choir fee could be reduced this year by using the same t-shirts from the 2022-2023 year, FBISD has reduced program operating budgets by approximately 20%. At the same time, music publishers and distributors have increased their prices by 10-15%. The DHS Choral Department has not engaged in fundraising efforts because it requires the use of rehearsal time to distribute and collect fundraising items and monies, thereby reducing instructional time. However, this year mandatory fundraising will be part of program obligations. Students who choose not to participate in fundraising will incur additional fees to cover their lack of fundraising. In addition to fundraising, choir fees for the 2023-2024 year are $85 for students who are new to the DHS Choral Department and $70 for students who participated in the DHS Choral Department during the 2022-2023 year and do not require a new t-shirt.** Returning choir members who need a new t-shirt will pay the $85 fee, The choir fee does not cover the cost of music, but is used for formal uniform cleaning; t-shirts; folders; tissues; pencils; occasional snacks for after-school rehearsals; food and water for some UIL events; and transportation, food, and water for non-UIL events. All fees are due no later than August 18, 2023. Folders and music cannot be distributed until half the fees are paid. T-shirts are not ordered until the full fee is paid.
2. In the event of financial hardships, the student and/or parent must contact the director no later than August 18, 2023 so assistance can be sought or a payment plan can be arranged. It is the earnest desire of the Dulles HS Choral Department that all students should be able to participate regardless of economic circumstances. However, assistance is limited and available only on a first-come basis. **Students who fail to take care of their financial obligations will not be eligible to exempt any of their fall or spring semester exams.**
3. Students will be required to pay for any lost or damaged materials.
4. Money should be turned in inside an envelope with the student’s name, class period, amount enclosed, and specific reason for the payment. Coins are not accepted.
5. **Never leave money or fund-raising items unattended or on the director’s desk. Students are responsible for the loss of money and products.**
6. If a student withdraws from the choral program and/or the school for any reason, choir fees cannot be refunded.

FUNDRAISING

In compliance with IRS mandates, all monies earned through fundraising activities belong to the organization’s general fund and will be dispersed equally among all choir students participating in the activities of the choir program. There are no refunds granted from fundraising monies.

DHS GRADUATION

Members of advanced choirs are required to sing at the DHS Graduation in May. While last year’s graduation was on Friday, May 26th after final exams, the exact time and date of graduation is set by the FBISD Board of Trustees and will not be known until January or February. Please do not make summer travel plans until those dates are published. Advanced choir students who do not sing with the DHS Mixed Choir at graduation will have their spring semester exam reduced by half.

LEADERSHIP COUNCIL

The Leadership Council of the Dulles HS Choral Department consists of offices that are deemed necessary by the director to assist in the operation of the department. All officers are to abide by all rules so as to be models of excellence for other choir members. All officers must attend the DHS Choir Leadership Camp at the end of the academic year. Additionally, all officers serve at the discretion of the director. If student officers break any of the rules, regulations, or guidelines of the choral department, Dulles High School, or Fort Bend I.S.D., they will be required to resign their position as officer and risk being dismissed from the choir. Officer positions that become vacant during the year are filled by Dr. Dean as needed.

LETTER AWARDS

In order to meet eligibility requirements for letter jackets in choir, students must accumulate a minimum of 15 credits, which are only distributed for choir activities within the Dulles HS Choral Department. Credits are distributed in the following way:

* Fall Concert Solo 1
* Winter Concert 1
* Spring Concert 1
* District Choir Audition 1
* Region Choir Audition 1
* Pre-Area Choir Audition 1
* Area Choir Audition 1
* All State Choir Selection 1
* UIL Class 1 Solo with a 1st Division Rating: 1
* Seniors 5

The choir staff will enforce the rules and regulations for district awards, as well as determine when choir students will be fitted for letter jackets during the school year. *It is each student’s responsibility to keep track of points earned and notify the directors when he/she thinks that enough points have been earned to merit an award.* The directors are responsible to verify that a student has earned enough points to qualify for the award and to communicate to the appropriate assistant principal that an award is warranted. Directors do not order jackets for students.

LETTERS OF RECOMMENDATION

Letters of recommendation are often requested from students as they apply for college admission, scholarships, or even various leadership positions on campus. Please know that I am glad to write for students. However, I must have adequate time to prepare and write a letter that represents you well; therefore, I cannot accommodate requests with less than two-week’s notice. The best letters require three weeks to write. Before asking for a recommendation, please check to make sure that you are current on all assignments and that you are consistently on time to and present in classes and extra rehearsals. When I write, I will give an honest representation of your work ethic and potential as a leader. After asking for a recommendation in person, make the request again via email accompanied by a current resume so I can write about the totality of your high school experience. Then submit your request through Naviance. I can only begin writing after all the steps have been completed.

TMEA AUDITIONS

A student who is academically eligible may audition for District Choir. Each student who auditions is responsible for the purchase of the audition music and payment of the audition fee. The cost of both the music and the fee is about $50. Anyone who fails to demonstrate an adequate knowledge of the music will not be allowed to participate in the audition and will forfeit the audition fee. Any student who is selected to the Region Choir *must participate in the November clinic/concert*. Failure to participate in the Region Clinic and Concert will exclude the student from future District/Region auditions, and the student will be required to reimburse the DHS choir for the $25 Region Clinic/Concert fee. The audition and clinic dates are included on the calendar page.

TRAVEL/BUS RULES

The Dulles HS Choral Department travels together to UIL Concert and Sight-Reading Contest and occasionally to other destinations. In addition to rules listed below, parents/guardians and students need to read and sign the F.B.I.S.D. Student Travel Agreement of Conduct Form.

1. Be on time! You must be on the bus and seated before the designated departure time or you will not be allowed to travel.
2. Do not get on or off the bus unless you have been instructed to do so by the director. Never exit through the rear of the bus.
3. Do not stand while the bus is in motion.
4. Do not sit on the backrest.
5. All choir members are required to travel with the choir for all events and performances. Once the choir has performed, a choir member who has submitted a written request from his/her parent or guardian to the choir director may be released to his/her parent or guardian.
6. Eating and drinking on the bus are prohibited without the permission of the director.
7. It is the responsibility of all students to clean the bus of all trash.
8. You will not be dismissed until the officers have checked the bus for trash and to assure that the bus has been well-maintained.

UIL SOLO AND ENSEMBLE CONTEST

UIL solo competition is only open to eligible students who have auditioned for the TMEA District auditions in the fall semester. Students are responsible for learning a piece of music selected by the director and must pay the entry fee as well as the cost of the accompanist, which is approximately $50.

UNIFORMS AND CONCERT ATTIRE

1. The district will provide formal concert attire that includes concert dresses or tuxedo pants, jacket, cummerbund, tie, and wing-tipped shirt.
2. **Choir members are responsible for purchasing black enclosed-toe shoes with heels no more than an inch and a half. Boots or tennis shoes of any kind are unacceptable. Tuxes are to be worn with black dress socks, which students are required to purchase. Half socks and ankle socks are not permitted.**
3. Jewelry worn with formal uniforms is limited to one ring and one set of earrings, which should be limited to small gold or silver studs. No bracelets, necklaces, or visible watches may be worn. Gauges must be black or clear.
4. The choir fee includes only one uniform dry cleaning per year. If the student’s size changes during the year, the student will be responsible for dry cleaning the first uniform before a second uniform can be issued.
5. Uniforms will be distributed the week of the concert and must be returned the day after the concert with the exception of tux shirts, which must be laundered before returning. Uniforms must be checked in and out with a choir officer. Never leave your uniform in the choir room unattended.
6. Eating or drinking anything other than water while in uniform is prohibited.
7. Choir members are to arrive for each concert fully dressed and are to remain fully dressed until off school grounds.
8. Tux pants must be worn at the waist. No sagging is allowed.
9. No other visible clothing may be worn while in concert attire. No leggings under choir dresses. No colored t-shirts under tux shirts.
10. While in uniform, choir members are to behave in a dignified manner so as not to disgrace themselves, the choir, their director, or the school. Violations of this rule will result in severe penalties.
11. Choir members are held responsible for the replacement cost of missing or damaged uniforms according to the following costs:

Concert dress: $105 Tux pants: $65 Set of black studs: $18

Tux jacket: $95 Cummerbund: $35

Bow Tie: $20 Tux shirts: $45

PERFORMANCE GROOMING

1. All students must have neatly groomed hair that is pulled back off the face, out of the eyes, and off the back collar. No spiked hair is permitted. Unconventional haircuts such as Mohawks or fohawks are not allowed. Unnatural hairs colors like pink, green, or blue are not allowed for major concerts or UIL competitions. Hair must be worn in a way that it does not impede the vision of other choir members.
2. Hair decorations such as bows and ribbons are not allowed.
3. Light make-up for the stage should be worn; however, make-up that is dark or that consists of unnatural colors is not permitted.
4. Clean bodies and personal hygiene are required. Please use deodorant, but you may not wear cologne, perfume, after-shave, or scented sprays while in concert attire.
5. **At the discretion of the director, a student may be dismissed from a performance if he/she does not adhere to the uniform and grooming guidelines.**

CASUAL UNIFORM

The Dulles HS Choir t-shirt will serve as an informal/casual uniform. The remainder of the casual uniform will include jeans and sneakers. The jeans may not have holes or tears. No sagging is allowed. Jeans may not be worn too tightly.

TRAVEL/BUS RULES

The Dulles HS Choral Department travels together to UIL Concert and Sight-Reading Contest and occasionally to other destinations. In addition to rules listed below, parents/guardians and students need to read and sign the F.B.I.S.D. Student Travel Agreement of Conduct Form.

1. Be on time! You must be on the bus and seated before the designated departure time or you will not be allowed to travel.

2. Do not get on or off the bus unless you have been instructed to do so by the director. Never exit through the rear of the bus.

3. Do not stand while the bus is in motion.

4. Do not sit on the backrest.

5. All choir members are required to travel with the choir for all events and performances. Once the choir has performed, a choir member who has submitted a written request from his/her parent or guardian to the choir director may be released to his/her parent or guardian.

6. Eating and drinking on the bus are prohibited without the permission of the director.

7. It is the responsibility of all students to clean the bus of all trash.

8. You will not be dismissed until the officers have checked the bus for trash and to assure that the bus has been well-maintained.

UIL EVALUATION

All students are required to participate in UIL Concert and Sight-Reading Evaluation, which will be held April 2-4. Failure to participate in UIL CSR will result in a failing grade.

VIDEO AND AUDIO USE

Occasionally, photographs, video, and audio recordings are created to use for educational purposes and/or informational and recruiting presentations. By signing the handbook form, you are granting permission for the Dulles Choir to use your child’s image, likeness, and recorded voice on audio or video without payment or any other consideration. These images and sounds may be edited, copied, exhibited, published or distributed and may be electronically displayed via the Internet or in the public educational setting. It is at the sole discretion of the director to inspect and approve the finished product wherein students’ images and audio recordings are used. Additionally, students and parents waive the right to royalties or other compensation arising or related to the use of student images or recordings.

**THE JOHN FOSTER DULLES HIGH SCHOOL**

**CHORAL DEPARTMENT**

**2023-2024 HANDBOOK ACKNOWLEDGEMENT**

**Please sign and return by Friday, August 18, 2023**

As a member of the John Foster Dulles High School Choral Department, I understand the responsibilities and commitments involved. I have read the entire contents of this syllabus and agree to abide by the guidelines, rules, policies, and procedures contained herein. I also understand that failure to abide by these policies may result in the loss of privileges and/or expulsion from the program.

Student’s Name (print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ID# \_\_\_\_\_\_\_\_\_\_\_

Student cell phone number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DOB \_\_\_\_/\_\_\_\_/\_\_\_\_

Student address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student email address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student’s signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

As a parent/legal guardian of the above-named student, I can attest that we have reviewed the material in this handbook and understand the policies, guidelines, rules, and procedures required for membership. I grant permission for my child to participate in the Dulles High School Choral Department as outlined in this handbook.

Parent’s Name (print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Work Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_