



MCMS CHOIR HANDBOOK

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Welcome to Missouri City Cougar Choir

You have chosen to be a part of one of the fastest growing and dynamic choir programs in the Fort Bend district. Being a member of this organization carries many privileges and responsibilities. This handbook is designed to inform you of the wonderful opportunities available to all choir students as well as the rules, expectations, and policies of our choir program. All of our concerts and competition dates along with a description of each are included. Memos will be sent to you (generally via e-mail) as reminders of upcoming events, along with a rehearsal schedule. There will not be a problem coordinating after school rehearsals or performances with athletic practices or events.

Choir Goal

The goal and purpose of the Missouri City Choir Program is to provide students with the opportunity to create and develop their individual artistry through vocal music. We believe that choir music is a highly disciplined art form and that choir music has the potential to invoke deep inspiration in each student and positively impact their daily lives. I believe in building a strong, connected team of choir students who will experience greatness in the classroom and on stage. We expect to see students dedicate themselves as strong individuals and realize that their contribution is vital to the success of a group.

There are many activities planned both in and out of class, which will allow your child the opportunity to grow musically and socially. We hope that your child will take advantage of every opportunity and experience MCMS choir has to give.

Program Objectives

Choral students will learn vocal techniques and apply their knowledge to a wide variety of vocal/choral repertoire. Students will learn the solfege system of sight-reading. Students will have the opportunity to perform individually, in small ensembles, and as a chorus. Students will also learn the principles of teamwork, performance etiquette, and self-discipline which will build self-confidence.

We believe music is not only an art, but also a means to learn and experience many valuable life lessons. We expect this year to be exciting, successful, rewarding, and fun. We hope that choir will be one of the highlights of each student's middle school experience. The information listed below is intended to help each student understand the expectations and responsibilities for success in the Missouri City Middle School Choir program. The students' personal and group growth will depend largely on the mastery of the disciplines of art below:

- Learn musical notation and understanding of basic music theory
- Develop his/her voice and vocal range through use of warm-ups, vocalizes, and solo/ensemble singing
- Perform choral music for an audience using the knowledge, skills, and expression required of the music
- Learn and develop healthy vocal production skills required for successful choral and solo singing
- Develop Sight-Reading skills
- Develop listening skills necessary for singing with good intonation
- Perform at all major concerts and contests (all choirs)
- Participate in the two major solo contests of the year (7th and 8th grade): Solo and Ensemble Contest, and Region Choir Auditions/Concert
- Maintain good in school and after-school rehearsal attendance
- Maintain eligibility (No pass – no play rule)
- Develop excellent daily work ethic during rehearsal and at-home practice
- Participate in choir social activities
- Display appropriate concert and performance etiquette at all performances and concerts and appropriate rehearsal etiquette at each rehearsal
- Increase knowledge of music history and accepted performance practice for all genres of music in order to enhance not only the student's ability to interpret/express music in performance, but also, his/her ability to evaluate musical performances

PROGRAM STRUCTURE

Membership in the Missouri City Choir Program is open to all students, grades 6-8, who desire to learn and develop their voice. Performing in the choir is based on tonal memory, tone quality, attitude, and academic eligibility. All choirs participate in Missouri City Middle School and FBISD choral activities. All students who demonstrate a mastery of skill and maintain academic eligibility will participate in U.I.L. Concert and Sight-reading Contest.

Choirs offered at MCMS:

6th Grade Choir – Choir for students entering the 6th grade

Tenor/Bass Choir – Choir for 7th and 8th grade boys

Non Varsity Treble Choir – Choir for 7th grade girls and 8th grade girls who have not participated in choral UIL events

Varsity Treble Choir – Choir for 7th and 8th grade girls who have participated in UIL events, or by audition

CHOIR GRADING POLICY

I. DAILY GRADES – 25%

II. ASSESSMENT GRADES – 35%

III. MAJOR GRADES – 40%

- Every student will receive two “daily grades” per week: a singing grade and a procedural grade. These grades exemplify each student meeting class goals and objectives.
- **Late assignments will result in a deduction of 10 points per day assignment is late. (excluding weekends and excused absences)**
- Major concert performances are the equivalent of nine weeks tests – following many hours of class rehearsals. **Rehearsals and concerts are part of the class curriculum and are therefore graded.** Each performance receives one test grade. Excused absences will result in make-up work pertaining to the exhibited concepts related to a concert performance. Performances that are major include:
 - Fall Concert (Tentative)
 - Winter Concert
 - Pre-UIL and UIL Concert and Sight-reading Contest (7th and 8th grade)
 - Solo and Ensemble (7th and 8th grade)
 - Sixth Grade Fort Bend Choir Festival
 - Spring Concert/Pop Show
- Students who participate in extra-curricular activities receive an extra test grade of 100 for each event. Ineligible students and those not participating will not be issued a grade.
- Written tests and oral voice tests are counted as test grades.
- Written quizzes and vocal checks are counted as assessment grades.
- Curricular and extracurricular performances are part of the expectation for this class. A student’s participation in both curricular and extracurricular activities may be considered when assigning the grade for the grading period during which the activity occurred.

CONDITIONS FOR PARTICIPATION (ELIGIBILITY)

All choir events are regulated by UIL (University Interscholastic League) Rules. As a result, any student who has a grade of 69 or below, in any one class on the nine weeks report card, or did not regain eligibility at the progress report, will not be eligible to participate. This is a state law and is not negotiable. In addition, the MCMS Choir may not allow participation in any activities that require travel to a reward destination for any student that receives a discipline referral, in any class, within

10 school days prior to the group trip. (Example – Tom receives a discipline referral in his math class three days before the trip to Splashtown. Tom would not travel with the choir to Splashtown.)

NOTE: Choir expenses must be paid well in advance of the event dates and are not paid based on an individual basis. The choir is required to pay these fees for every event they participate in – even if a student becomes ineligible to participate because of UIL regulations (no pass-no play). **Refunds are not available because a student fails to maintain his/her academic standing.**

Choir Room Etiquette

- Take care for personal matters between classes or before after school rehearsals. Use the restroom for personal grooming, styling hair, and all that apply
- Please do not spray perfume, hair spray, body sprays cologne, scented lotions, etc....in the choir room
- Cell phones may be charged during “after school” rehearsals **ONLY (not doing class time)**
- **Students are NOT allowed to use cellphones during class unless instructed by director. If violated, phones will be collected by the director and given to students at the end of the school day.**

Fundraisers

Our fundraisers are designed to help curtail the cost of various activities for the choir....ie Field Trips, Festivals, etc. We can only do this if **EVERYONE** does their part. While collecting funds for the fundraisers, students are **required** to turn in funds directly to the director and refrain from carrying monies throughout the day which could lead to loss/theft.

CONDUCT

School District Authority and Jurisdiction

The District may impose campus, classroom, or club/organization rules in addition to those found in the Student Code of Conduct. These 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 constitutions, and may or may not constitute violations of the Student Code of Conduct. Additional rules or requirements, not part of the Student Code of Conduct, are adopted and approved by the sponsor, campus principal, and/or district administrator. 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 in the activity on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time, on or off school property. However, no provision of an extracurricular behavioral standard shall have the effect of discriminating on the basis of gender, race, disability, religion, or ethnicity. Organizational standards of repetitive behavior of an extracurricular activity 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 organizational 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. Failure to comply with administrative directives promoting order and respect may result in the student being removed from participation in school activities, including, but not limited to, commencement exercises. Missouri City Cougar Choir students are striving to build a high profile on campus and in the community. It is imperative that the conduct and appearance of all choir students be exemplary and above reproach. Choir members have the opportunity to participate in many exciting performances, fieldtrips, and activities. As representatives of FBISD and Missouri City Middle School, our young people must reflect an image of positive leadership, character, responsibility, and great competitive spirit.

Class Procedures

1. Enter room quietly.
2. Place **all** belongings on the shelves.
3. Get folder, SHARPENED pencil, and materials.
4. Sit in your assigned seat, look at the board or projection, and follow any instructions given. Be ready to begin warm-ups exactly 30 seconds after the tardy bell.
5. Be prepared to begin class right away and do not ask any questions within the first 10 minutes of class

Rules

1. Prompt

**Be on time and be ready to work!*

2. Prepared

**Bring all materials to class and be in uniform everyday!*

3. Productive

** Maximize learning by staying on task and following directions. Distractions are diversions from the limited time we have! Students are required to enter quietly and be in their assigned seats with all materials within 30 seconds of the tardy bell. The group is then able to accomplish more during rehearsal.*

4. Polite

Respect yourself, your classmates, your teacher and your classroom. **Cursing, Teasing, Talking back, and bullying WILL NOT BE TOLERATED!*

5. No food or gum allowed in the classroom

**Students are using techniques in choral singing that would be significantly hindered by eating or chewing gum.*

****When a visitor enters the room, pride in the choir program is demonstrated through courteous behavior by each student.**

Consequences

1. Verbal Warning
2. Removal from the risers and/or discipline referral
 - Discipline Referral – 3 write ups given:
 - a) 1st write up – student/teacher conference (given when student is removed from group activity)
 - b) 2nd write up – call to parent and 2nd behavior response form
 - c) 3rd write up – referred to Assistant Principal and 3rd behavior response form
3. Any rule violation equal to a level 3 or greater as stated in the Student Code of Conduct will be an automatic referral to the AP.

TRAVEL CONDUCT

All rules for Missouri City Choir, Missouri City MS, and FBISD are to be followed. Violating these rules will result in the loss of field trip privileges and possible disciplinary action. When we travel, we represent Missouri City MS and FBISD. Our dress and etiquette must maintain a high standard.

The District may impose campus, classroom, or club/organization rules in addition to those found in the Student Code of Conduct. These 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 constitutions, and may or may not constitute violations of the Student Code of Conduct. Additional rules or requirements, not part of the Student Code of Conduct, are adopted and approved by the sponsor, campus principal, and/or district administrator.

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 in the activity on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time, on or off school property. However, no provision of an extracurricular behavioral standard shall have the effect of discriminating on the basis of gender, race, disability, religion, or ethnicity.

Important travel tips:

- Be on time for all trips or be left behind
- Use proper etiquette (behavior and manners)
- All students making the trip on the bus will return on the bus unless an emergency situation arises or when a parent is present and there is a good reason to return with the student's own parent – this **MUST** be cleared in writing with the director prior to the trip.
- Students are required to stay with the group and are not to leave assigned areas.
- Students will obey the chaperone's instructions.
- Complete Medical Release Form and return to choir director.
- Parents are to pick up their child at the scheduled time not leaving the director to wait for an unreasonable amount of time. In the event that a parent is extremely late in picking up their child, Fort Bend ISD security may be contacted to walk with the child as we are not allowed to provide transportation.

*The Medical Release Form will be used for all trips for your child throughout the school year. A detailed letter and/or schedule will be sent home prior to each event. Each letter will also contain a parent permission slip that will need to be filled out and returned to school prior to each event

CHOIR SUPPLIES

- 1" inch 3 ring binder. **Must be purchased by the student.**
- Two sharpened pencils with eraser (should be kept in the choir folder for use during class)
- 3 hole Pencil pouch (to go inside the binder) and Paper

The students will need their class materials daily. I ask that the students be responsible for the upkeep of all issued materials: choir folder, sheet music, music cd, and music books. **Any lost or damaged materials will be replaced by the student.**

Students MUST have a binder for class. Failure to do so will cause a negative reflection on his/her grade.

PERFORMANCE APPEARANCE UNIFORMS

6th Grade Uniform

6th grade Uniforms will be determined by the Director for performances.

7th and 8th Grade Boys Uniform

Informal Uniform: MCMS Choir T-shirt, blue jeans (no holes or tears, no Capri style) and tennis shoes

Formal Uniform: White Dress shirt (long Sleeve), Blue bow tie (school issued), black dress pants, **black socks**, and black dress shoes (provided by student)

7th and 8th Grade Girls Uniform

Informal Uniform: MCMS Choir T-shirt, blue jeans (no holes or tears, no Capri style) and tennis shoes

Formal Uniform: Formal Dresses (school issued), closed-toed black dress flats (provided by student)

Informal Uniform

The informal uniform is to be worn for our Fall concert, Pre-UIL, Spring concert, and various choral activities and fieldtrips. The shirt is a top quality t-shirt with the choir logo printed on it. They are purchased through the choir department.

Formal Uniform

The formal uniform for 7th/8th grade members is provided by the district and worn for various choir contests and performances.

***For performances, long hair and bangs must be pulled away from the face.**

****Hair accessories must be black or white and modest in size.**

*****Perfume/cologne should never be worn to performances in consideration of others' reaction to allergies.**

******Deodorant should always be worn to performances.**

CHOIR FEES

7th & 8th Grade Girls Required Fees:

Choir T-shirt	\$12
Ensemble Fee	\$10
Region Fee	\$15
Total Required due by September 18:	\$37

7th & 8th Grade Boys Required Fees:

Choir T-shirt	\$12
Ensemble Fee	\$10
Region Fee	\$15
Total Required due by September 18:	\$37

6th Grade Required Fees:

Choir T-shirt	\$12
Ensemble Fee	\$10
Total Required due by September 18:	\$22

**If there is a problem with full payment, please contact the choir office ASAP to make payment arrangements.*

**Shirt Fees Are Tentative.....This will be discussed at a later date!!!*

CONCERT ETIQUETTE

One of the skills students are expected to demonstrate throughout the year is proper concert etiquette. Very few students are exposed to symphony performances, operas, professional choir concerts, etc. Some of the standard rules of behavior for these types of performances may seem outdated and are not enforced everywhere. However, in order to ensure that students perform to the best of their ability, and all audience members have an enjoyable experience, these rules should be adhered to:

- o Unless you are removing a crying child, please enter and exit the performance only during applause.
- o During a performance, please refrain from conversation and remove crying children promptly from the performance area.
- o No flash photography in the middle of the song, as it is distracting to the performers.
- o Please hold applause until you see the conductor lower his or her arms.
- o Please applaud appropriately; yelling or screaming as you would at an athletic event is not appropriate.
- o Please turn off all cell phones, pagers, and watch alarms during the performance.
- o You should not eat or drink anything in the concert space.

Why Learn Music?

Music is a science...

It is exact, specific; and it demands exact acoustics. A conductor's full score is a chart; a graph which indicates frequencies, intensities, volume changes, melody and harmony all at once with the most exact control of time.

Music is mathematics...

It is rhythmically based on the subdivision of time into fractions, which must be done instantaneously, not worked out on paper.

Music is a foreign language...

Most musical terms are in Italian, German, or French and the notation is certainly not English, but a highly developed kind of shorthand that uses symbols to represent ideas. The semantics of music is the most complete and universal language.

Music is history...

Music reflects the environment and times of its creation; often even the country and cultural feeling.

Music is physical education...

It requires fantastic coordination of fingers, hands, arms, lips, and cheek and facial muscles. That is all in addition to extraordinary control of diaphragmatic breathing, the back, stomach, and chest muscles, which respond instantly to the sound the ear hears and the mind interprets.

Music is all these things, but most of all...Music is art...

It allows a human being to take all these dry, technically boring (but difficult) techniques and use them to create emotion. That is one thing science cannot duplicate: humanism and feeling emotion.

Why sing? Why be in choir?

Students who are involved in a quality choral program use and develop the following skills:

- Problem solving
- Communication
- Goal setting
- Coordination
- Self-confidence
- Analyzing
- Self-discipline
- Critical thinking
- Teamwork
- Self-expression
- Memorization
- Concentration
- Conceptualization
- Appreciation of cultural diversity
- Perseverance
- Determination
- Responsibility
- Appreciation, Sensitivity, and love of the arts!

These are some of the very same skills tested in the STAAR tests!!

MCMS BOYS' CHORUS CALENDAR

***** Required events are in bold *****

AUGUST

- 21 Handbook acknowledgement form due!!!!**
- 22 PARENT/STUDENT ICE CREAM & INFO NIGHT; 6:00 pm (M.C.M.S. Commons)**

SEPTEMBER

- 6 Open House
- 13 All Choir Fees Due**
- 26 Choir Fall social, 4:15-5:00 pm (students must have transportation to attend)

OCTOBER

- 8 Fall Fundraiser Begins
- 17 Fall Concert 6:30 pm; 5:00pm call time for singers**
- 22 Auditions for Christmas Caroling due via Schoology
- 26 Solo and Ensemble Contest; Missouri City Middle School (\$9 participation fee)**

NOVEMBER

- 5 Rehearsal for Christmas Caroling Begin (4:00-5:00)
- 6 Fall Fundraiser Ends
- 7 FBISD Men's Choir Festival; Dulles High School (All-Day Event)**
- 19-23 Thanksgiving Break**

DECEMBER

- 10 Houston Grand Opera Field Trip (Limited Attendance)
- 11 Career Day
- 12 Winter Concert 6:30 pm; 5:00 pm Call time for singers**
- 20 Winter Break Begins**

JANUARY

- 7 Classes Begin**

FEBRUARY

- 10-11 Pre-UIL Concert and Sight Reading Competition; Christ Church @Sugar Land**
- 24 UIL Concert Preview 6:30 pm; 5:00 pm call time for singers (M.C.M.S. Commons)**
- 26 Black History Show

MARCH

- 4-5 UIL Concert and Sight Reading Competition; Christ Church @Sugar Land**
- 9-13 Spring Break**
- 16 Rehearsal for Region Auditions
- 18 MCMS Talent Show

APRIL

- 18 Region Choir Auditions; Bowie Middle School**
- 22 Spring Show (TBD)**

MAY

- 2 Region Clinic/Concert; Willowridge H.S.**
- TBD Pop Show!! (During student lunch times)**
- TBD Spring Choir Trip

**Dates and times are subject to change and some events may be added. Notice will be sent far in advance.*

BEL CANTO CHOIR CALENDAR

***** Required events are in bold *****

AUGUST

- 21 **Handbook acknowledgement form due!!!!**
- 22 **PARENT/STUDENT ICE CREAM & INFO NIGHT; 6:00 pm (M.C.M.S. Commons)**

SEPTEMBER

- 6 Open House
- 13 **All Choir Fees Due**
- 25 Choir Fall social, 4:15-5:00pm (students must have transportation to attend)

OCTOBER

- 8 Fall Fundraiser Begins
- 17 **Fall Concert 6:30 pm; 5:00 pm call time for singers(M.C.M.S Commons)**
- 22 Auditions for Christmas Caroling due via Schoology
- 26 **Solo and Ensemble contest; Missouri City Middle School (\$9 participation fee)**

NOVEMBER

- 5 Rehearsal for Christmas Caroling Begin (4:00-5:00)
- 6 Fall Fundraiser Ends
- 25-29 **Thanksgiving Break**

DECEMBER

- 10 Houston Grand Opera Field Trip (Limited Attendance)
- 11 Career Day
- 12 **Winter Concert 6:30 pm; 5:00 pm Call time for singers (Location TBD)**
- 20 **Winter Break Begins**

JANUAURY

- 7 **Classes Begin**

FEBRUARY

- 10-11 **Pre-UIL Concert and Sight Reading Competition; Christ Church @Sugar Land**
- 24 **UIL Concert Preview 6:30 pm; 5:00 pm call time for singers (M.C.M.S. Commons)**
- 26 Black History Show

MARCH

- 4-5 **UIL Concert and Sight Reading Competition; Christ Church @Sugar Land**
- 9-13 **Spring Break**
- 16 Rehearsal for Region Auditions Begin
- 18 MCMS Talent Show

APRIL

- 18 **Region Choir Auditions; Bowie Middle School**
- 22 **Spring Show (TBD)**

MAY

- 2- **Region Clinic/Concert (Willowridge H.S.)**
- TBD **Pop Show!! (During student lunch times)**
- TBD Spring Choir Trip

**Dates and times are subject to change and some events may be added. Notice will be sent far in advance.*

VOCE CHOIR CALENDAR

***** Required events are in bold *****

AUGUST

- 21 Handbook acknowledgement form due!!!!**
- 22 PARENT/STUDENT ICE CREAM & INFO NIGHT; 6:00 pm (M.C.M.S. Commons)**

SEPTEMBER

- 6 Open House
- 13 All Choir Fees Due**
- 25 Choir Fall social, 4:15-5:00pm (students must have transportation to attend)

OCTOBER

- 8 Fall Fundraiser Begins
- 17 Fall Concert 6:30 pm; 5:00pm call time for singers(M.C.M.S Commons)**
- 22 Auditions for Christmas Caroling due via Schoology
- 26 Solo and Ensemble contest; Missouri City Middle School (\$9 participation fee)

NOVEMBER

- 5 Rehearsal for Christmas Caroling Begin (4:00-5:00)
- 6 Fall Fundraiser Ends

25-29 Thanksgiving Break

DECEMBER

- 10 Houston Grand Opera Field Trip (Limited Attendance)
- 11 Career Day
- 12 Winter Concert 5:30 pm; 6pm Call time for singers (Location TBD)**
- 20 Winter Break Begins**

JANUAURY

- 7 Classes Begin**

FEBRUARY

- 10-11 Pre-UIL Concert and Sight Reading Competition; Christ Church @Sugar Land**
- 24 UIL Concert Preview 6:30 pm; 5:00 pm call time for singers (M.C.M.S. Commons)**
- 26 Black History Show

MARCH

- 4-5 UIL Concert and Sight Reading Competition; Christ Church @Sugar Land**
- 9-13 Spring Break**
- 16 Rehearsal for Region Auditions Begin
- 18 MCMS Talent Show

APRIL

- 18 Region Choir Auditions; Bowie Middle School
- 22 Spring Show (TBD)**

MAY

- 2 Region Clinic/Concert (Willowridge H.S.)**
- TBD Pop Show!! (During student lunch times)**
- TBD Spring Choir Trip

**Dates and times are subject to change and some events may be added. Notice will be sent far in advance.*

6TH GRADE CHOIR CALENDAR

***** Required events are in bold *****

AUGUST

21 Handbook acknowledgement form due!!!!

22 PARENT/STUDENT ICE CREAM & INFO NIGHT; 6:00 pm (M.C.M.S. Commons)

SEPTEMBER

6 Open House

13 All Choir Fees Due

25 Choir Fall social, 4:15-5:00 pm (students must have transportation to attend)

OCTOBER

8 Fall Fundraiser Begins

17 Fall Concert/Parent Meeting 6:30 pm; 6:00pm call time for singers (M.C.M.S Commons)

22 Auditions for Christmas Caroling due via Schoology

NOVEMBER

5 Rehearsal for Christmas Caroling Begin (4:00-5:00)

6 Fall Fundraiser Ends

25-29 Thanksgiving Break

DECEMBER

7 Community Christmas Caroling (selected students via audition)

10 Houston Grand Opera Field Trip (Limited Attendance)

13 Winter Concert 5:30 pm; 6pm Call time for singers (Location TBD)

20 Winter Break Begins

JANUAURY

7 Classes Begin

FEBRUARY

19 Girls Night!! (4:30- 5:15 pm; Choir Room)

20 Guys Night!! (4:30- 5:15 pm; Choir Room)

26 Black History Show

MARCH

9-13 Spring Break

24 6th Grade Choir Festival (Hightower H.S.)

28 MCMS Talent Show

April

22 Spring Concert (TBD)

MAY

TBD Pop Show!! (During student lunch times)

TBD Spring Choir Trip

**Dates and times are subject to change and some events may be added. Notice will be sent far in advance.*

Parent Acknowledgement of Student Choir Handbook

Please PRINT the following:

Student Name: _____

Nickname/Birthday _____

Parent name: _____

Email: _____

Home Phone: _____

Cell Phone/Work Phone: _____

Shirt Size (Adult Sizes Only): _____

Does student have access to a computer and internet: _____

Please initial by the following:

_____ I have read and reviewed the MCMS Choir Handbook

_____ I understand that all students in choir are required to be at certain events after school that will be graded as an extension of class (Choir Schedule is to follow at a later date).

_____ I understand that students are not allowed to leave performances until the end of the entire concert unless director is notified by parent.

Parent Signature _____

Date _____

MCMS Choir Officer Information 2019-2020

All Choir Officer Candidates are required to do the following:

1. Answer essay questions
2. Prepare a short speech (1 minute at most), which includes examples of how you exemplify the character traits listed below. (What qualifies you to lead?)
 3. DAZZLE us with your personality and preparation
 4. Sign up in the choir office & pick up an application

Choir Officers should be:

Active, Involved, Responsible, Energetic, Dedicated, Creative,
Enthusiastic, Positive, Great Leaders in Choir

Choir Officer Responsibilities:

PRESIDENT (1 Officer per class)

- Answers to choir directors
- Supervises, helps, and supports other officers
- Communicates with other officers
- Makes announcements in class about events
- Answers phone and door during class
- Assists officers in designing Choir t-shirt
- Assists Vice President with Spring Banquet/Awards Ceremony (If Necessary)

VICE-PRESIDENT (1 Officer per class)

- Assumes duties of President in his/her absence
- Assistant to the Choir President
- Directly over Librarians and Equipment Managers and assists in their duties
- In charge of party planning with Social Coordinators/Directors
- Assists President in designing t-shirts
- Organizes cleaning of choir room
- Maintains attendance daily

LIBRARIAN (2 Officers per class)

- Organizes music library
- Files music
- Creates files for new music
- Maintain Choir folders (make/maintain cover sheets)
- Distribute & collect music, including sight-reading packets

HISTORIAN (2 Officers per class)

- Takes pictures and/or video of all choir activities (or gets them from other choir members)
- Collects Senior Pictures for Slide Show
- Prepares End of Year Slide Show
- Prepares Senior Slide Show

EQUIPMENT MANAGER (2 Officers)

- Responsible for Riser & Sound Set-up at all concerts & dress rehearsals
- Responsible for setting up and running sound for auditions
- Recruits & organizes Equipment crew to set up & take down for concerts
- Checks with directors in advance of all concerts involving set-up

SECTION LEADER

- Selected by choir directors.
- Leads sectionals.
- Checks uniforms/take attendance at concerts
- Helps in the sight-reading process.
- *Not a member of the Officer Board.*
- Represents their section in Chorale.

Meetings: Meetings are generally once per month, but meetings are determined by upcoming events. Presidents & directors set officer meeting times. All officers must be present at officer meetings.

Work Hours: Every officer is required to help maintain the choir room periodically throughout the year.

Social/Work Events: Officers are to be present at all choir events. **Officer Work Week** is required for all officers and will be scheduled after elections are made.

Required Performances/Competitions: Officers missing a required performance or competition without an excused absence will be subject to immediate removal from office.

Grades: Officers are **required to pass all classes** with a 70 or above each nine weeks. Officers who become academically ineligible will be placed on suspension. If eligibility cannot be gained at progress report time, officer will be removed from office.

Behavior Expectations: Behavior and reputation are essential to the success of the group. Your behavior reflects the ideals of the choir program. Officers should essentially be the **STRONGEST, MOST DEDICATED** choir members. Officers are to maintain a conduct grade of S or above. Officers assigned to detention, ISS, OSS or alternative campus are subject to removal from office.

MCMS Choir Officer Application
Short Answer Questions

Name _____ Grade (2019-2020 school year) _____

Which Officer position are you running for?

In 5 to 7 sentences, type a paragraph answering the questions below. Please do not hand-write. Turn in your application by Friday, August 23rd.

1. Why are you interested in becoming an officer?
2. List and describe the duties or offices you have held in high school and for which organizations.
3. What other school/community activities are you currently involved in?
4. What are your ideas & goals for Klein Choir next year?
5. What skills & strengths do you possess that are specific to the office you are applying for?
6. Why do you believe that reputation is important for an officer? Describe yours.
7. Tell me about one time that you felt you had a positive impact on another student.

Results: All returning Cougar Choir students will vote on all offices (except for section leaders). Each student will receive one ballot and must be present the day of the election in order to vote. The Choir Director will tally the votes. Results of the election will be announced during class. Please be prepared for whatever the outcome may be. If you should not be voted into the position of your choice, remember that your contribution to the Missouri City Middle School Choir can be great even if you are not an officer.

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Please sign and return to Mr. Harris with your officer application

I, _____, have read all the information in the officer packet, and if selected as an officer, will exhibit at all times a good attitude and disposition concerning this election and all aspects thereof. I agree to all terms of office in the KHS Choir organization, and will accept all decisions made by the director. If not chosen, I will accept the decision gracefully. I will accept the student vote as final. I will not let this negatively effect, in any manner, my participation in or attitude toward choir.

Student Signature

Date

Parent Signature

