

# Centennial High School Choral Department

## 2021-2022 Parent & Student Guidebook

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*“Art is how we decorate space. Music is how we decorate time” - Basquait*

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**All forms and documents for the school year are housed on the  
CHS Choir Webpage, CutTime, and Schoology**

[www.centennialhschoir.com](http://www.centennialhschoir.com)

**ALL REQUIRED FORMS ARE DUE BY SATURDAY, AUGUST 28TH**

**ALL PROGRAM FEES MUST BE PAID IN FULL BY FRIDAY, OCTOBER 1ST**  
**1st Installment by SATURDAY, AUGUST 28TH**  
**2nd Installment by FRIDAY, SEPTEMBER, 17TH**

**Additional support and consideration is available via the Financial Assistance Form that can  
be found on the CHS Choir Web page**

## Introduction

This *Guidebook* is designed to foster the success of the Centennial HS Choral Department, inform the students and their parents, and address questions and concerns that may arise throughout the school year. Answers to most questions concerning procedures in our department can be found within this book and/or on our choir website at [www.centennialhschoir.com](http://www.centennialhschoir.com).

The Centennial High School Choral Department web site is updated regularly and is one of the main portals we use for disseminating important information to all of our stakeholders. In addition to our website, we also distributed a weekly online newsletter through "SMORE." This digital newsletter includes pictures, program announcements, information about upcoming department events, calendar reminders, and other information relevant to your students involvement in our program. This year we will be using the online data management system called CutTime to help track and maintain student data. Parents & Students may access the CutTime data management system through the department website [www.centennialhschoir.com](http://www.centennialhschoir.com) or by visiting it directly at [www.cutttime.net](http://www.cutttime.net). Log in credentials may be requested from Mr. Cooley using the email listed below.

The Centennial HS Choral Department has established a strong tradition of excellence on our campus and in our local community. We are committed to serving our students and providing them with meaningful opportunities to learn, connect, and grow. While none of us may be able to see as far down the road as we would like or hope, please know that we are here for you and your students and that no one is in this is alone. We welcome you as part of our choir family and look forward to your involvement with our program this year. Please do not hesitate to contact the choir office with any questions or concerns that may arise.

*Eric Cooley, director*  
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817-245-0370 (office)

## Program Membership

Membership in the Centennial Choral Program is open to every student enrolled at Centennial HS regardless of previous musical experience. All students are assessed and provided with the opportunity to work in an ensemble that corresponds with demonstrated skills and musical experience. As a member of this program, students are expected to behave in accordance with both the BISD and CHS Choir Code of Conduct and put the reputation of this organization above their own. In order to maintain the integrity of the department and provide a positive learning environment for all students, consistent in-class discipline problems, multiple placements in DMC, discipline referrals for fighting and/or other aggressive acts will result in a loss of privileges within the organization, including but not limited to: removal from an ensemble, loss of traveling privileges, suspension from performances, and/or removal from the choral program entirely.

## Student Participation & Attendance

**Choir is a performance based class** through which students are encouraged and supported to expand not only their knowledge of music but their ability to share their skills with others as well. As a member of this organization students are expected to maintain regular attendance, prepare for and participate in instructional opportunities, and attend all rehearsals, performances, and other required events for their ensemble. As students continue their quest to be responsible adults and perfect the art of balancing and organizing activities and calendars, it is their responsibility to inform parents, employers, coaches, sponsors, and other teachers of activities which require their attendance. **All rehearsals and concerts are considered part of the curriculum for this department and attendance is REQUIRED\*\*\***

When a conflict between choir and another school sponsored event occurs it is the student's responsibility to notify the sponsors of both activities in order that they might work with the student to help them resolve the conflict. In the event of an emergency on the day of a trip or concert, students are asked to notify the director by email or phone about the reason for the absence. Supporting documentation for the absence may be requested upon the student's return to school. Please note that routine doctor appointments and/or a student's job schedule do not constitute an excused absences. Only excused absences are eligible for grade makeups. Excused absences are granted in the case of a pre-approved school event with at least one weeks notice or a verified emergency. A student with excessive absences for rehearsals (excused or unexcused, in class or out of class) or an absence from a dress rehearsal for a major event may be removed from a performance.

## **Auditions & Ensemble Placement**

*Each day is an audition for future choir placement - make every day count!*

The Centennial HS Choral Department offers a variety of performing organizations to meet the educational needs of all students interested in singing. We have many courses and ensembles, each catering to varied individual musical needs in effort to provide the most complete and effective music education to each student. All choirs offer performance opportunities and focus on expanding the student's knowledge of basic music theory, sight-reading skills, vocal technique, and music history. In addition to the development of these skills, each choir is designed to teach self-discipline, commitment and teamwork. All students in choir are required to participate in concerts and may elect to participate in any extra-curricular competitions such as All-State Choir Auditions and BISD Solo & Ensemble Contest.

Special Auditions will be held throughout the school year for opportunities such as Chamber Singers, Show Choir, musical, concert solos, etc. All auditions are judged objectively using an audition rubric that is ultimately scored by the professional staff within the department. In some cases additional judges from outside of the department are brought in to assist. Every effort is made to ensure that auditions are fair and support student growth; however, with over 115 students in choir, auditions will always be competitive. The CHS choral staff spends many hours and their best professional judgement to ensure the best possible outcome for both student and choir. Audition results, once posted, are final. Should students have questions concerning audition procedures or results are welcome to make an appointment to go over results and judges comments with the director.

In our quest to educate students to professionally handle the audition process and advocate for themselves, I respectfully ask that the student contact me via email to [ecooley@bisdmail.net](mailto:ecooley@bisdmail.net) so that I can provide constructive written feedback. If the information provided via email needs further explanation I am happy to schedule a conference with the student and/or parent to discuss areas for improvement. Our goal as educators is to teach every student to be highly successful and at times we must make very difficult decisions that as professionals we know are best for the student. As a professional musician I have placed both first and last in auditions. Do not allow one audition performance to define your success as a musician.

## **Student Leadership Opportunities**

The development of leadership in students is one of the primary goals of the department. Student leadership applications are opened to students each spring. Students are appointed to positions following the thorough review of their application and an interview with the director. Student leadership positions include: *President, Vice-President, Public Relations Chairs, Social Chairs, Choral Managers, Logistics Managers, Student Director, and Section Leaders (up to 6)*. Choir representatives may be elected/appointed within each ensemble to assist with musical instruction and organizational management. These positions, if utilized, are filled in the fall of each school year, prior to the end of the first six weeks.

As student leaders, council members are expected to serve as an example of professionalism and integrity to all students in the CHS Choral Department. A student may be removed from office by the director at any time should their work ethic or demonstrated behavior fail to meet the standards for leadership in the department.

## **CHS Choir Booster Organization**

The Centennial HS Choir Booster Organization benefits all students in our department by providing adult support at events and lowering the cost of all activities through fundraising. We are always in need of parent volunteers and leaders to serve as officers in the organization. The Executive Board of the Choir Booster Club has regular monthly meetings each month in the CHS Choir Room or, as needed, online. Please check the choir website for the meeting schedule. Questions pertaining to the booster club may be directed to Aaron Summers, president of the CHS Choir Booster Club at [president@chschoirboosters.org](mailto:president@chschoirboosters.org).

## Student Responsibilities and Classroom Expectations

Certain standards are necessary to maintain the integrity and reputation of any organization. As a member of the CHS Choral Department, students are expected to display appropriate manners, follow school rules, meet deadlines, and always represent CHS and the Choral Department with dignity and pride. Below are five character traits that members of the CHS Choral Department will be expected to demonstrate in their daily interactions with their director, each other and the community, at large:

**Professionalism** by displaying self-discipline, working well with others, having an attitude of respect of the director and other school staff, presenting a positive image for the organization and displaying the qualities of a professional musician.

**Responsibility** through punctuality, following through with commitments, bringing supplies to rehearsal, communicating with the staff, delivering information to parents, and making a marked effort to improve musical skills and learn repertoire.

**Integrity** through honesty with the director, oneself, and other students, and regular attendance at school and out of school rehearsals and events.

**Dignity** by adhering to the campus dress code, using appropriate language and etiquette, displaying self-motivation in rehearsal, and presenting oneself in a well-groomed manner.

**Empathy** through sensitivity and acceptance of diversity, displaying kindness and encouragement to peers, and showing sympathy for others.

## Rehearsal Etiquette

The single most important factor of the success of any choir is the work it accomplishes during rehearsals. The quality of a group's performance is directly related to the quality of their rehearsals. In order to establish and maintain a positive learning environment for all of our participants, students will:

1. Strive daily to demonstrate the qualities of *Professionalism*, *Responsibility*, *Integrity*, *Dignity*, and *Empathy* as outlined in the Centennial HS Choir Code of Conduct.
2. Actively participate in daily rehearsals and all classroom activities
3. Support, through your own actions, the creation of a brave space where everyone feels empowered to take risks, try new things, and learn from one another.

## Classroom Management Plan

In this classroom, we are committed to supporting our students through the implementation of:

1. Clear expectations for student participation and engagement in the learning process,
2. Interactions between teachers and students that promote dignity and positive self-concept,
3. Opportunities for students to reflect and adjust personal choices, and
4. Action-plans that empower students and promote the creation of a positive learning environment for all.

When student behaviors are in need of direction the teacher will pursue the following actions.

- Step 1: Personal conversation with student to assess the situation, reminder about our classroom commitments
- Step 2: Additional verbal reminder about classroom expectations that relates an expectation for action
- Step 3: Regroup time for student, Parent-Teacher Contact
- Step 4: Regrouping time & Conference with Student and Parent
- Step 5: Administrative Referral (accompanied by Parent Phone Call)

\*\*Any physical/verbal violence, major infraction of CHS or Burleson ISD Code of Conduct, or refusal to cooperate in discipline procedures will result in an immediate referral to the office.

## Social & Electronic Media

With the continued increase of communication via electronic media it is extremely important to understand the implications of texts, Facebook posts, tweets, etc. Any student found representing themselves, their peers, or this organization in an unfavorable, questionable, or illegal manner through electronic media (websites, blogs, text messages, social networking sites, etc.) will be subject to disciplinary action as deemed appropriate by school officials and directors, including, but not limited to, suspension from program activities and/or dismissal from this organization.

## Daily Procedures

- Enter the room in a calm and dignified manner.
- Place all personal belongings in under your chair; Technology and instructional materials prepared for use.
- Students should be seated by the time the bell rings.
- Students should be asked to limit distractions and focus on the task at hand. Committed attention and a positive attitude and willingness to make a mistake.
- Students should plan on working every day from August to June. Students in choir will remain continuously engaged in the pursuit and preparation of quality musical experiences for both singer and audience members, alike. Make every rehearsal count.
- Students will maximize instructional time by attending to all personal business prior to entering the Choir Room. Individuals will not be permitted to leave the room to visit the restroom, locker, etc. during the class period, except in cases of a genuine emergency.
- Class is dismissed by the director, not the bell. When dismissed, students are expected to return their folders, etc. to their assigned place. Failure to maintain classroom materials will result in daily performance grade reductions.

## Use of Technology in the Classroom

In our effort to teach students to be responsible users of appropriate technology we embrace the use of technology as an instructional device through the BISD 1:1 initiative. Given the unique nature of our school year, students will be asked to make considerable use of these devices during class. Students are asked to arrive with devices charged and ready for use during the day. Those learning from home should communicate with Mr. Cooley and or our BISD Learning Technology

Use of cellphones as a learning device can be extremely limiting to the student and is strongly discouraged. Supplemental devices will be available to students during class but should not be relied upon by students for daily use.

When not in use, all technology should be stored under the students chair and attention focused on the task at hand. Students misusing their learning technology will be redirected. Those students that choose to continue misusing their devices and/or access will be subject to district guidelines for discipline as they related to appropriate use and access.

## Use of the Centennial HS Choir Room/Performance Facilities/Equipment

- The Choir Room is for Choir Students. To maintain the safety of our equipment and our student's personal items we will enforce a strict "only choir students in the choir room" rule. This applies to class, lunch, before and after school.
- Students are welcome to come and visit the director in the choir office at any time; however, students should always knock and/or wait to be acknowledged before entering.
- In keeping with BISD regulations, the computer in the choir office may not be used by students for any reason. Phones in the CHS Choir Room may only be used with the permission of the director.
- Students are asked to refrain from consuming food and drink or chewing gum while participating in activities in fine arts classrooms, practice studios, and/or performance spaces. Only water may be consumed during rehearsal.
- Students are not permitted to play the classroom piano. Pianos are available for student use in the practice rooms (one student at a time) and must be sanitized after each use. Please treat them with care.
- Audio playback equipment is available for individual student use while in the practice rooms. The stereo in the choir room may be used only with permission from the director.
- Practice rooms may be used for voice lessons, practicing, and/or completing singing tests. Out of respect for the space and those needing to practice, please do not make use of practice rooms to "hang out," talk, eat lunch, etc. Only one student is permitted to use the practice room at a time.
- Please do not write on the boards – if you need to make an announcement to the choir check with the director.
- Recording equipment set up around the room is being used to support inclusion and instruction of those students who are not able to join us on campus. Please do not move, use, or abuse this technology for any reason.

## Late to Class Policy

Choir members are expected to arrive on time to each class, rehearsal, and concert prepared to participate. Students arriving after the beginning of a class or rehearsal are expected to enter quietly and join the rehearsal in progress. Late arrivals will be tracked and managed in keeping with campus policies.

## Supplies

Students will make use of a variety of tools throughout the year to support their learning. Students will be expected to care for these materials and have them available for use in class each day.

### The following items should be available in each student's Choir Folder at all times:

- A working pencil (School Provided)
- A highlighter (School provided)
- All Music and Classroom Handouts (School Provided)
- Notebook paper (School Provided)
- Assigned SR Text Book (School Provided)

Students will use these materials to help prepare them for instruction and promote safety within our ensembles this year. *Students are will be financially responsible for replacing materials load issued to them by the school.* In the event any materials distributed by the teacher are lost, it is the student's responsibility to obtain another copy or pay to replace the item.

## Student Travel

The Centennial High School Choral Department will occasionally engage in overnight travel for festivals and performances. Details concerning upcoming trips will be discussed early each school year. The following guidelines will be observed for any and all travel off campus (local, national, or international):

- When traveling with the Department students are serving as a representative of our choir, school, and district. Students will be expected to behave in a way that brings honor to our choir, school, and district.
- Expectations for travel and behavior for each trip will be distributed in writing and discussed with parents and students before any and all trips involving travel overnight.
- Payment schedules for trips are assembled at the beginning of each school year. Payment deadlines are firm and must be adhered to in order to keep costs low and maintain contracts with travel agencies, bus companies, etc.
- Students found in violation of the BISD Student Code of Conduct, Extra-Curricular Activity Agreement or caught acting outside of the expectations for behavior established by the CHS Choral Department, risk immediate removal from the trip and may be sent home at the parent's expense.
- Students with consistent discipline problems in school (including multiple assignments to in-school suspension) may have their travel privileges suspended. Student found flagrantly violating school policy with regards to illegal substances, violence, and/or weapons forfeit their right to travel with the department.

**\*\*All travel for the 2021-2022 school year is subject to approval by the district and will take into consideration all current safety precautions and travel guidelines issued by public health officials. If travel is approved, all students and faculty will adhere to the most recent guidance published and supported by our district and local health authority.**

## Financial Information

A Fair Use Fee must be paid by all students enrolled in the CHS Choral Department for the 2021-2022 school year. This fee includes all miscellaneous expenses not covered by BISD, in particular: a *Department T-Shirt, Formal Uniform Rental/Maintenance Fee, a Department Pullover (new students), Rehearsal/Performance Meals, Contest Entry Fee Supplements, Clinician Fee Supplements, and Activity Fee Supplements.*

**Finances should never be a barrier to a student's participation in the department; however, if no communication is made, no assistance can be offered. Special payment arrangements can be made by submitting the "Choir Fees Contract" found on our website.**

## Estimated Expenses for the 2021-2022 School Year

The following is an anticipated list of choir expenditures that will occur throughout the year. Opportunities to participate in fundraisers to off-set the cost of program activities will be presented to students throughout the school year to ensure everyone that wishes to participate in program activities is able to do so. Please note that in some cases, fees are approximate.

1. **Choir Instructional Fee - \$60 - Required of all CHS Choir Members**
2. **Show Choir Ensemble Fee - \$60 - Required of All Show Choir Members**
3. **Chamber Singers Ensemble Fee - \$60 - Required of Chamber Singers**
4. Show Choir Shoe Fee - Varies - Required of all Show Choir Members (if not already purchased)
5. Show Choir Contest Trip - \$50-65 - Required of Show Choir Members (TBD)
6. Madrigal Festival Contest Trip - \$50-65 - Required of Chamber Singers (TBD)
7. Music Enrichment Lessons - \$20/Lesson; Typically \$80/month (four lessons) - *participation optional*
8. All-State Choir Audition Entry Fee - \$5 - *participation optional*
9. Solo/Ensemble Entry Fee - \$20-30 per entry - *participation optional (includes accompanist supplement)*
10. Choir Banquet Ticket - \$15-25 - *participation optional*
11. Spring Choir Trip - *Varies Yearly - \$600-\$1200 - participation optional*
12. Other Special Events & Outings Sponsored by the CHS Choral Department - *Varies Yearly*

## Turning In Money

All Students financial data is logged and stored in CutTime ([www.cutttime.net](http://www.cutttime.net)). Parents and students may use the log in credentials to access their accounts and make payments electronically at anytime. For those students needing to make payments for fees with cash or check, we ask that they observe the following guidelines:

1. Payments made via cash or check should to be submitted in an envelope marked clearly with the student's name, amount, and the reason for the payment.
2. All monies should be deposited in the lockbox located by the main entrance of the classroom. Never leave money on a desk or the piano or hand it directly to Mr. Cooley.
3. Any checks should be made payable to: *Centennial Choir Booster Club (CCBC)*. Student name and the purpose for payment should be indicated in the Memo Line.

## Refund Policy

Most fees charged to the student involve advance payment for a service or item. In such cases (i.e. accompanist fees, trip fees, etc.), the choral department has a deadline for receiving reimbursement from the supplier. Because of this, the following policy is strictly followed: There will be no refunds in any case where a student has paid for an activity or supply but is no longer able to participate. This policy applies no matter what the reason is for withdrawal and specifically includes but is not limited to the situations of ineligibility, illness, unexpected family travel, or withdrawal from the CHS Choral Department.

## Fundraising Opportunities

Throughout the school year students, parents, and program stakeholders will have the opportunity to engage in fundraising activities that support the mission and functions of the CHS Choral Department. Monies raised through these efforts will be used to provide enrichment opportunities for students in choir as well as provide scholarship funds and off-set the cost of program events throughout the school year. All monies collected as a result of fundraising activities will be deposited with the Booster Club. Credit for participating in fundraising activities will be distributed in accordance with the guidelines established by the booster club prior to each event. Students that choose participate in Choral Department/Booster Club fundraisers will be expected to responsibly collect and return funds/products to the department on time. Students are financially liable for any merchandise and/or distributed to them during the course of the fundraiser. **Note: All students receiving financial assistance from the CHS Choral Department are expected to participate in all fundraising events.**

## Choir Website & CutTime

The Centennial High School Choral Department web site is updated regularly and is a key portal for disseminating important program information to all of our stakeholders. Information about Department Events, Program Announcements, Calendars, Voice Lessons, and Forms used throughout the year can be found here twenty four hours a day. *CutTime* is the Choral Department's main record keeping system. Students and Parents may log-in using the information below to update student information, check for announcements, download forms, uniform assignments and any outstanding fees, etc. Parents & Students may access the *CutTime* data management system through the department website [www.centennialhschoir.com](http://www.centennialhschoir.com) or by visiting it directly at [www.cuttime.net](http://www.cuttime.net).

## Calendar of Events

A Calendar of Events has been included with this guidebook and is also available online at [www.centennialhschoir.com](http://www.centennialhschoir.com). Please review it for any potential conflicts and contact the choir office immediately if you have any questions or concerns. Any changes to the published calendar will be reflected on our webpage, CutTime, sent out via email and discussed frequently in class.

## Music Enrichment Lessons

With the permission and support of the BISD & CHS Campus Administration, the CHS Choral Department is proud to provide all CHS Choir Students with the opportunity to study with highly qualified voice teachers. The function of the voice teacher is important to the developing singer and can be very positive for the student's development. Through their participation in a regular and individualized method of instruction, student's can quickly develop the confidence and skills for life-long participation in music. More detailed information regarding the Music Enrichment Program can be found in the CHS Choir Room and on our website. *Additional fees apply.*

## All-State Choir Auditions

Throughout the year, students will be provided the opportunity to compete for special honors and membership in select choral groups. These events require dedication and a commitment to hard work. Competition and challenges encourage growth both as a singer and an individual. These events are valuable learning tools for all of our students. All students wishing to participate in these events must meet UIL Eligibility Guidelines and be members in good standing.

All students in the CHS Choral Department are strongly encouraged to participate in the TMEA All-State Choir Auditions and 9/10 Honor Choir Auditions (postponed for 2021). Participation in these auditions exposes students to literature and performance opportunities not typically experienced in the traditional choral classroom. These auditions are competitive and require deliberate practice on the part of the student. More details regarding this audition process can be found on the choir website, [www.centennialhschoir.com](http://www.centennialhschoir.com). *Additional fees apply.*

*This year's audition process will be conducted online. Region Choir Performances are not permitted to take place until after the final audition of the All-State process scheduled for January of 2022.*

## BISD Vocal Solo & Ensemble Contest (Fall 2021)

Each year, students in the CHS Choral Department have the opportunity to study, prepare, and perform vocal solo repertoire. We offer students this opportunity to promote the development of individual musicianship and rehearsal skills. For those students that desire to take their work beyond the practice room, we offer them the opportunity to participate in our district-level solo competition. Students that participate in this event are evaluated based on their fundamental technique, musical preparation, and the authenticity of their performance. Exemplary performances are recognized through the awarding of patches and "Outstanding Performance" commendations. More detailed information will be distributed and posted online as each event approaches. *Additional fees apply.*

## Student Uniforms

Uniforms contribute greatly to the confidence, performance, and appearance of our choirs. They foster unity within the choral ensemble and provide our ensembles with a polished and professional appearance. For this reason, all members of the CHS Choral Department will be expected to adhere to the following uniform requirements. Uniform requirements vary by choir and should be read carefully. No exceptions will be made when discussing basic uniform components.

Out of an abundance of caution, students in the CHS Choir Program will not be outfitted for formal concert uniforms until later in the school year. Should they be required, we will develop a plan for their fitting and distribution based on the most recent guidance and data.

Until such time, all students will participate in performance wearing some or all of the items listed in the "General Performance Attire" section of the chart below. Items with a star (\*) are included or rented as part of this year's choir fee.

General Performance Attire	
Choir T-Shirt* and/or Pullover*, Blue Jeans or Dress Pants (Performance Dependent), & Closed-Toe Shoes <i>The shirt worn underneath the pullover will depend upon the type of performance.</i>	
Formal Tuxedo*	Formal Concert Dress*
Tuxedo Jacket	Black Dress
Tuxedo Shirt	
Tuxedo Pants	
Black Formal Vest	
Formal Long Tie (Returned after Performances)	
Pocket Square (Returned after Performances)	Pearl Necklace (Returned after Performances)

### All students wearing a BLACK FORMAL DRESSES for formal concert performances are expected to:

1. Wear BLACK, closed-toe, dress shoes with a low to moderate heel. Solid color flats, pumps, etc. are all acceptable as long as they meet these guidelines. Flip-flops, tennis shoes, boots, or backless slides MAY NOT be worn.
2. All hair must be securely fastened out of the face and off of the neck. Headbands, barrettes, ponytails, half ponytails, up "dos" and clips are all acceptable as long as they match the student's natural hair color or dress. It is not acceptable for hair to be down or simply tucked behind the ears.
3. Watches, bracelets, and necklaces are not allowed in performances as this can attract light and will take away from the uniformity of the group. Earrings & other jewelry should be small, not draw attention to the individual, and in keeping with the director's vision for the group's appearance.
4. Students are asked to wear natural, skin-toned hosiery during all formal concert engagements.

### All students wearing a FORMAL TUXEDO for formal concert performances are expected to:

1. Wear BLACK socks and solid BLACK dress shoes for each formal concert engagement. Flip-flops, tennis shoes, boots, or sandals MAY NOT be worn for performances.
2. All facial hair must be neatly trimmed and maintained in accordance with BISD Code of Conduct.
3. All hair must be securely fastened out of the face and off of the neck. Any hair-ties or clips used to secure hair are acceptable as long as they match the student's natural hair color.
4. Watches, bracelets, necklaces are not allowed in performances as this can attract light and will take away from the uniformity of the group. Earrings & other jewelry should be small, not draw attention to the individual, and in keeping with the director's vision for the group's appearance.

*Note: Students are expected to communicate issues with their uniforms at least 24 hours in advance of a performance. Students who do not comply with the uniform requirements will see a reduction in their performance assessment grade. Students in serious breach of uniform guidelines may not be allowed to perform with their ensemble.*

## Uniform Care & Replacement Fees

Care and upkeep of school-owned uniforms during the school year is the responsibility of the student. It is up to the individual to see that it is properly cared for and returned at the end of each school year in excellent condition. All uniforms parts will need to be periodically cleaned during the school year. Hanging them up after each performance will allow them to breathe and extend the life of each cleaning. Taking care of uniforms in this way will ensure their continued use for years to come.

### 2021–2022 Uniform Replacement Fees

Uniform Part	Replacement Fee	
Choir T-Shirt	\$10.00 (\$12.00 for sizes > XL)	
Choir Pullover	\$25.00 (\$25.00 for sizes > XL)	
Show Choir Dress	\$120.00	
Show Choir Suit	\$130.00	
Show Choir Dress Shirt	\$20.00	
Show Choir Tie	\$15.00	
Formal Concert Dress	\$75.00	
Tuxedo Jacket	\$65.00	<i>Full Replacement Fee for Men's Uniform: \$170.00</i>
Tuxedo Shirt	\$20.00	
Tuxedo Vest	\$35.00	
Tuxedo Pants	\$45.00	
Long Tie	\$15.00	
Garment Bag	\$30	

Students will be responsible for the care and maintenance of their formal uniform items during the school year. All uniforms should be professionally cleaned at least twice to ensure their proper care and treatment. Uniform fees cover the end of year cleaning for all students. Discounts on cleaning are available for school uniforms at Dry Clean Super-Center.

If the uniform is damaged beyond repair or is lost while checked out to the student, the student/family becomes responsible for the entire cost of the damaged item(s). Any student having not returned their uniform by the deadline will be turned in to the office and added to the CHS "Fine List." Failure to remedy these and any other departmental fines in a timely manner could interfere with a student's ability to graduate or register for classes for the upcoming school year.

Any alterations to a student uniform should be done in keeping with the CHS Choral Department Uniform Alteration Guidelines and must be temporary and easily corrected. Damages occurring from the alteration of a uniform item will be the responsibility of the student.

***Any school owned uniforms (and garment bags) distributed to students during the course of the school year must be returned by May 14th, 2022. Students will wear these for our final performance and leave them on site after the concert.***

## Centennial HS Choral Department Student Outcomes

The following list of skills based on the Texas Essential Knowledge and Skills for High School Fine Arts and the education philosophy of the Centennial HS Choral Department that summarizes the outcome of a student engaged in the choral program for 4-years:

### I. Vocal Technique

- a. The student can demonstrate good singing posture and proper breath technique
- b. The student has a basic knowledge of the biology associated with the vocal instrument
- c. The student can sing with consistent tone throughout their vocal range
- d. The student has a basic knowledge of vocal registers and can navigate appropriately through all of them.
- e. The student can sing accurately and expressively at different tempi and with a full range of dynamics
- f. The student has basic knowledge of singing diction in English, Latin, Italian, German, French and other languages as encountered in the repertoire
- g. The student can evaluate vocal performances and identify strengths and weaknesses in their execution.

### II. Musicianship

- a. The student can accurately read standard rhythms in a variety of simple and compound meters
- b. The student can accurately sight-sing melodies in major and minor keys using chromatic tones within functional harmony settings
- c. The student can accurately sight-read a single part in a three and/or four-part choral texture
- d. The student understands basic musical terminology and can use it to evaluate the expressive and technical markings in a choral score and respond appropriately
- e. The student can identify and evaluate structural format of a piece of music and employ this understanding to effectively perform or discuss the piece.
- f. The student understands basic conducting gestures and their connection to choral performance

### III. Ensemble Skills

- a. The student demonstrates proper ensemble etiquette through consistent performance in rehearsals, performances (live or virtual)
- b. The student demonstrates the ability to perform choral music for an audience
- c. The student can sing their choral part accurately and expressively either alone or as a member of an ensemble with attention to tone, blend, intonation, and balance
- d. The student can memorize and perform musical selection from memory for an audience
- e. The student can identify and discuss the historical and cultural background of the literature being performed

### IV. Life Skills

- a. The student will develop a life-long appreciation for choral music and the other art forms
- b. The student will obtain the skills needed to engage in music as a performer, patron, and/or consumer throughout their lives
- c. The student will develop a greater sense of cultural awareness and appreciation for others through their work, discussion, and cooperation with an eclectic group of people to reach a common goal
- d. The student will develop communication and time management skills needed for success in higher education
- e. The student will develop self-discipline and the ability to focus on difficult tasks in order to achieve goals
- f. The student will demonstrate the core values of the Centennial HS Choral Department (Professionalism, Responsibility, Integrity, Dignity, and Empathy) in all of their daily endeavors

## Curricular Performance Ensembles

*Curricular choral ensembles are offered to students in fulfillment of the curriculum for vocal arts outlined by the TEA through the TEKS. Students enrolled in these courses will proceed through a rigorous course of study focused on the development of musical skills required for the authentic performance of a wide variety of choral music. Students will explore through their course of study: Music Literacy, Music History & Stylistic Periods, Musical Careers, Theory and a wide variety of other content areas designed to enrich their performance. Through this curriculum, students will engage in skill building activities that will not only enrich their creative and emotional sensibilities, but will also work to develop an increased sense of self-discipline, esteem, and the ability to reflect and think critically about their learning and performance.*

### **Varsity Treble Choir (4th Period)**

The Centennial HS Varsity Treble Choir is an auditioned ensemble of treble singers in grades 10-12 that maintains a tradition of excellence within the CHS Choral Department. The Varsity Treble Choir performs a variety of choral repertoire on all department concerts. Eligible members of this ensemble perform at UIL Concert & Sight-Reading Contest, *Festival di Voce* in April of each school year, and are strongly encouraged to participate in individual performance experiences including All-State and 9/10 Honor Choir auditions in the fall and Solo & Ensemble Contest in the spring. Additional rehearsals outside of the school day will be required of these students during preparation for major concerts, contests, and events throughout the school year.

### **Varsity Tenor-Bass Choir (6th Period)**

The Centennial HS Varsity Tenor-Bass Choir maintains a tradition of exemplary performance within our department. This ensemble is composed of tenor and bass singers in grades 9-12. Singers in this ensemble study a wide variety of choral repertoire and perform on all department concerts. Eligible members of this ensemble perform at UIL Concert & Sight-Reading Contest, *Festival di Voce* in April of each school year, and are strongly encouraged to participate in individual performance experiences including All-State and 9/10 Honor Choir auditions in the fall and Solo & Ensemble Contest in the spring. Additional rehearsals outside of the school day will be required of these students during preparation for major concerts, contests, and events throughout the school year.

### **Advanced Treble Choir (7th Period)**

This is a select ensemble of treble voices in grades 9-12, most of which have previous choral experience. Members of this ensemble perform a wide variety of choral repertoire and perform on all department concerts. Students in this ensemble are expected to maintain academic eligibility for participation in this ensemble. Eligible members of this ensemble perform at UIL Concert & Sight-Reading Contest, participate in a special choral festival in the spring, and are strongly encouraged to participate in individual performance experiences including All-State and 9/10 Honor Choir auditions in the fall and Solo & Ensemble Contest in the spring.

## Auxiliary Ensembles

*Auxiliary Ensembles are an extension of the regular choral curriculum structured to engage students seeking further enrichment/enjoyment in the Centennial Choral Program. Students in **Concurrent enrollment in a primary ensemble in the Centennial Choir Program is requirement for membership in an auxiliary performance group. Additional fees may apply.***

### **Chamber Singers (8th Period)**

The Chamber Singers is a select group consisting of no more than 24 students in grades 10-12. Students are auditioned at the conclusion of each school year and must be concurrent members of either the Varsity Tenor-Bass and Treble ensembles. This ensemble serves as the choral department's primary liaison to the school, district and surrounding community. Students are expected to be excellent musicians as well as examples of the values we continually strive to achieve in our Department. This group will perform often and has commitments beyond the typical choral classes. Additionally the CHS Chamber Singers, each spring, will travel to compete and perform in choral festivals in and around the state of Texas.

### **Shades of Blue (Weekly, Monday - 4:30-6:00 PM, Thursday - 4:30-6:00 PM)**

Student members of the CHS Show Choir will focus on choreographed performance of pop, jazz, and musical theatre literature. The Show Choir will perform on all concerts and at community events throughout the school year. Auditions are held in the Spring of each year. Supplemental auditions will be held in January to provide incoming students with the opportunity to fill any vacancies in personnel that may exist at this time. *This group meets outside of the school day.*

## Grading Policy

Students will be assessed in accordance with the Texas Essential Knowledge and Skills for High School Fine Arts and the Centennial HS Choral Department Goals outlined in this handbook. Student grades will be calculated using the following assessment model established by BISD for secondary education programs:

### Summative Assessments (60%) - Assessment/Application of Acquired Knowledge & Skills

- Formal Concert Performances - Live performances are the best methods of evaluation through which the student can demonstrate knowledge of appropriate choral tone, vocal technique, understanding of stylistically appropriate performance practice, communication skills, and appropriate audience etiquette.
- Formal Essays & Descriptive Writing
- Formal Assessments of Music Theory
- Individual Sight-Reading Performance Assessments
- Repertoire Performance Assessments
- Digital Portfolios and Other Major Classroom Projects

### Formative Assessments (40%) - Assessment of Daily Work & Ensemble Rehearsal Skills

- Daily Rehearsal Preparation & Participation  
*Is the student prepared for and engaged in the learning process?*
- Student Contributions to Rehearsal  
*Is the Student positive and productive in their work? This can be assessed through a wide variety of interactions and assessments, but will be measured primarily engagement with the instructor and their peers.*
- Student Response Journals, Feedback, Plus-Deltas, Critiques, and other written observations
- Assessments of Music Theory Knowledge and Aural Skills (*independently and in groups*)
- Assessments of Sight-Reading Skills (*independently and in groups*)
- Assessments of Rhythmic and Melodic Dictation Skills
- Student Score Preparation
- Performance during Sectionals/other Required Rehearsals - *Points will be deducted for any unexcused absences/tardies/behavior that inhibits an ensemble from achieving its established goals.*

Student mastery is the goal of every assignment in the CHS Choral Department. Students scoring below 70% on major assessments (singing or written) may request the opportunity to retest. Retests must be completed within one week of receiving their original assessment.

Rubrics and Checklists have been and will continue to be used to support clear and objective assessment of student work throughout the school year. Copies of rubrics and expectations for all assessments will be posted in Schoology and shared with students before the project or observation period begins.

Participation in group performances is a required element of the state curriculum and cannot be duplicated through alternative written work. In order to preserve the safety of all students and integrity of department performances, students who experience multiple absences during the preparation cycle for a concert or performance may not be permitted to perform with their ensemble. In the case of a **pre-approved school conflict, verified emergency, and/or the scenario previously mentioned** the student will be given the opportunity to recover credit through one of the assignments listed in the next section.

## Makeup-Work

All assignments and assessments will be posted in Schoology for students to access and review. Performances for this year (live or virtual) will be assembled and executed in a variety of formats, providing students with a variety of ways the can earn credit for their work. Make-up work or extra time to complete assignments will be provided to students in keeping Burleson ISD policy. It is the responsibility of the student to ask about any missed assignments when they return and discuss with the teacher the timeframe in which the work must be completed. Students that miss any written/aural skills assessments or assignments because of an absence will have two days/per missed day to make up the assignment. Assessments not completed within this period will result in a zero. Performance assessments will be made up during tutorials, by appointment with the director.

*Students will always be given ample notice of required performances; therefore, the following activities are examples of what will not be considered an excused absence from Choral Department events: Student's Work Schedule, Regular Doctor/Dental Appointments, Lack of Transportation, Babysitting Obligations, Church Activities, Non-School Related Athletic Events. Any student missing a required concert, rehearsal, or event without being excused by the administration or director prior to the event, will receive a zero (0) for that particular assessment. No make up work will be assigned for unexcused absences.*

## Eligibility

A commitment to academic excellence in all areas of education is the desire of both our school and this choral program. Assistance is available to all those who seek help. If a choir student desires help, but doesn't know where to go or what to do, please do not be afraid to ask us. We are here to help you and are prepared to go to great lengths to ensure each student experiences success. Communication is the key. Success for one is a success for us all.

Events participation governed by UIL eligibility requirements:	Required events not subject to UIL eligibility rules:
<ul style="list-style-type: none"> <li>• UIL Contest &amp; Sight-Reading Assessments</li> <li>• TMEA All-State &amp; Region 30 Events</li> <li>• BISD Vocal Solo &amp; Ensemble Contest</li> <li>• Off-campus trips and concert performances</li> <li>• Any performance to which admission <i>is</i> charged</li> </ul>	<ul style="list-style-type: none"> <li>• In class performance and rehearsals</li> <li>• Regularly scheduled rehearsals &amp; sectionals outside of the school day.</li> <li>• Any department performance to which admission <i>is not</i> charged</li> </ul>

### Eligibility rules set forth by the State of Texas for participation are as follows:

1. All students are eligible the first six-weeks of school.
2. At the end of the first six-weeks, if the student is failing (below 70%) one or more on-level classes, he/she will not be permitted to participate in extra-curricular activities for the next three weeks.
3. A student may regain eligibility if all grades are passing on subsequent 3-week progress report or the next 6-weeks report card.
4. If a student is passing all classes on the 6 week report card, a failing grade on a progress report will not result in loss of eligibility, i.e. progress reports can only help you to gain eligibility, not cause you to loose it.
5. While students in Pre-AP and AP courses (as designated by the district) are exempt from this particular eligibility standard, students in these courses are still required to maintain an average of 70 or higher to receive credit for the course. Continued performance at this level may result in a loss of credit for the course and/or the loss of "elective" slots in their schedule until such time as they can recover credit for the course.

*NOTE: Grades for eligibility are effective at the end of the school day on the date set-forth by the state on the academic grading calendar. Turning in assignments and grade changes after this date will not affect eligibility until the next official grading date. Any student receiving an incomplete on his/her report card is considered ineligible until the incomplete is cleared with the teacher and a formal grade change form is submitted to the office.*

**Eligibility is a major consideration when students audition for membership in varsity ensembles. Members of auxiliary and varsity-level ensembles choir members who are consistently ineligible may be removed from auditioned ensembles so that they may focus their time on academics. We are here to help you succeed and will go to great length to assist you both in choir and your academics classes, however, we can not help once the grades are officially posted. Communication is key.**

## **Student Awards**

Throughout the school year, students will have a variety of opportunities to compete for awards as individuals and ensemble members. All tangible student awards will be administered in accordance with UIL gift and incentive guidelines.

### **Letter Jackets**

A CHS Choir Letter Jacket may be earned through participation and individual performance opportunities. All points must be earned within the academic year in order for students to qualify for this award. Students earning a letter award are fitted for their jacket in the fall of the following school year, contingent upon their continued enrollment in the program. A detailed form explaining how students can qualify for a Letter Jackets be found on the CHS Choir webpage. Failure to submit applications in a timely manner and/or missing the fitting appointment may result in the student not receiving a jacket.

### **Arion Award**

The Arion Choral Student Award is typically awarded to a graduating senior who has demonstrated exemplary leadership and service to the choral department during their time at Centennial High School.

### **Choral Excellence Awards**

The Outstanding Choral Student Award is presented to a student(s) who shows exceptional musical leadership in the Centennial HS Choir Program. Their work ethic, participation, and consideration of others is an example of the core values of the department. Recipients of these awards are nominated by their peers and voted on prior to the Spring Awards Banquet.

### **Outstanding 9th Grade Choir Member Award**

The Outstanding 9th Grade Student Award honors 9th graders who have been exceptional during their freshmen year in musical achievement and dedication to the Centennial HS Choir Program. Students receiving any of the above recognitions have their names engraved on perpetual plaques that are displayed in the choir room.

### **Texas Music Scholar Award**

This award available through the Texas Music Education Agency designates students in high school music programs who exemplify attributes of meritorious performance in the areas of scholarship, musicianship, and citizenship. Texas Music Scholars receive a certificate, patch and letter from the Texas Music Educators Association. Rubrics for this award are available on our website. Applications for this award are due by May 1 of each school year.

### **Scholarships**

Universities offer substantial, merit based scholarships to students who choose to pursue a major in music. Students planning to pursue music in college should enroll in private lessons as early as possible. Auditions for admission and scholarship begin in December of a student's senior year and typically conclude in early March. College Music School admission is a separate process that must happen concurrently with general application and admission. The CHS Fine Arts Staff are happy to help prepare and advise students and parents concerning music programs in higher education. Graduating seniors are eligible to apply for one of the scholarships offered by the Centennial HS Choir Booster Club. Last year, the CCBC awarded over \$2500 in scholarships to qualifying students. Applications for these awards are made available in the spring of each school year.