

# Mapleton High School Band Handbook

2017 - 2018



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***Now find us on Facebook: Mapleton Music Boosters***

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# Program Objectives

**Service** - To lend spirit, color, and atmosphere to school and community events while promoting and enhancing the reputation and traditions of Mapleton High School and the surrounding community at all times.

**Cultural** - To foster the development of music appreciation and understanding of the musical traditions of various cultures through the study and performance of high quality musical literature.

**Educational** - To develop interested and discriminating musical audiences, provide a well-rounded musical education, and prepare members for musical activities beyond high school.

**Citizenship** - To develop the ability to function as a responsible member of the group, to enhance the member's ability to interact with others in a positive manner, and to develop the ability to function as a responsible member and leader of the school and community.

**Recreational** - To provide all members with the opportunity for worthy use of leisure time, an emotional outlet, and positive social experiences.

**AND MOST OF ALL, TO HAVE FUN MAKING MUSIC TOGETHER!!!**

## Student Leadership

The Mapleton High School Choir is built on its Student Leadership program. The 2016-2017 Student Leadership consists of the Choir President, Vice President, Secretary, Treasurer, Librarian, and Seniors. The 2018-2019 Student Leadership will be selected by the Choral Director through a written essay, interview, and teacher recommendations to take place during April 2018.

Chain of Command: Director - Instructors - Officers - Seniors - At Large Choral Members

## Choral Member Responsibilities

- 1.) Be on time for all rehearsals and performances. At least ten minutes early is "on-time." Always remember: To be early is to be on time. To be on time is to be late. To be late is to be left!
- 2.) Always bring all materials to rehearsals and performances, including the right attitude and a pencil.
- 3.) Make a REAL effort to improve and learn each day.
- 4.) Maintain a satisfactory Grade Point Average and School Discipline Record.
- 5.) Be responsible for and assume the consequences of your behavior.
- 6.) Show respect for all adults, fellow students, equipment, and YOURSELF!
- 7.) Follow all instructions from the director, instructors, chaperones, and all reasonable requests from the Student Leadership Team.

# Course Descriptions

## ***Concert Choir***

The Concert Choir is the primary performing group of the choral program. This is a year-long course that meets during the school day. The group performs various concerts throughout the winter and spring; additionally, the Concert Choir students will participate in community performances, school assemblies, and will have the opportunity to audition for area honors choirs. Grading will be based upon attendance, participation, musicianship, written assessments, and singing assessments.

## ***High School OMEA Solo & Ensemble***

During the second 9 week grading period, students will have the opportunity to create chamber ensembles and/or prepare solo literature. ALL band and choir members will be encouraged to perform in a chamber ensemble. Possible groups include Woodwind Quintet, Brass Quintet, Saxophone Quartet, Horn Ensemble, Trombone Quartet, Low Brass Ensemble, Flute Choir, Clarinet Choir, vocal trios, quartets and largers, and additional small groups. Students will have opportunities to perform at the Solo and Ensemble Adjudicated Event, community events, and concerts. **This date is February 3, 2018. Students need to commit to this event by October 6, 2017 with registration fee paid in full. Ms. Swineford will get music to you before Thanksgiving. It will be the musician's responsibility to practice on their own and learn their music. Ms. Swineford can help you, but will not teach it to you from square one. Last known cost for solos is \$18, and ensembles are \$23. Ms. Swineford will inform you if prices change.**

## Baccalaureate Performance

All choral members are expected to perform at the Baccalaureate Ceremony in May as part of their final exam choir grade. Baccalaureate is May 31, 2018 at a time to be announced in May. It takes place at Maple Grove Church of the Brethern. Call time will be 30 minutes before the start, and the ceremony will last about 45 minutes to one hour from start time. Dress code will also be announced in May.

## Graduation Performance

All freshman, sophomore, and junior choral members are expected to perform at the Graduation Ceremony in June as part of their final exam choir grade. Graduation is June 3, 2018 at 2 PM in the High School Gymnasium. Call time is 1:00 in the music room, as we will move to the gymnasium at 1:30. Dress code will follow that of the Holiday and March Concerts.

# Rehearsal Expectations

- During the school day, you must be in the Choir room when the bell rings; a downbeat will be given three minutes after the bell. During the three minutes you should obtain music and a pencil, and warm ups will begin the day's rehearsal. Choral members will stand during class unless otherwise instructed.

- Failure to comply will result in a warning for first two offenses, lunch detention for third offense, and phone calls home with after school detentions for further offenses.

- Talking will not be tolerated during rehearsal. It is unfair to disturb the musical experience of others around you! The Mapleton HS Handbook will be followed in regards to class disturbance and insubordination.

- The purpose of rehearsal is for you to learn **the parts of others and how they relate to yours, not to learn your individual music!** Practice your individual parts at home.

- If you must leave your seat or spot for any reason, please ask. See Hall Pass Guidelines in handbooks for restroom use during class.

- Be reasonable in your individual warm up; this is NOT the time to see how high, loud, or fast you can sing. Instead, it is important to do each of the following on a daily basis to build good vocal health.

- Each student should have the following items in class every day:

- a sharpened pencil
  - your instrument (your voice! Take care of it!)
  - your music and folder
  - a pencil
  - \*a good attitude :)

From time to time during the school year, there will be unannounced materials checks. If you have all the items listed above, you will receive a grade of "A." Your grade will be lowered one letter for each item you are missing. The easiest way to make sure

# School-Owned Equipment

Each student who uses a school-owned instrument or equipment is completely responsible for the care of the instrument/equipment. If an instrument/equipment is damaged due to negligence, the student will be responsible for the entire cost of repair or replacement. Each student that uses a school-owned instrument/equipment will be required to sign an agreement form at the beginning of the season. Malicious damage to any instrument/equipment will be addressed under appropriate Mapleton High School and Mapleton Local School District Policies.

Students will receive a Choral Music folder at the beginning of the school year. These are to be kept in the Choral Folder cabinet in the high school music room. Folders can be signed out and signed back in when students want to practice at home. No student should be at a performance without music. If a Choral music folder is lost, an appropriate fine will be charged to replace any missing parts, which may include warm-up books and/or music.

## Private Lessons

All Mapleton High School Choir members are strongly encouraged to take private lessons. Private lessons are the very best way for students to reach their fullest potential as singers by receiving extra help on choral/vocal literature, preparing for honor choir auditions, and by learning solo repertoire for studio recital performances. A list of area private instructors ranging from college students to orchestra performers is available from the music director.

## Cell Phones

Cell phones are not permitted during rehearsals, activities, athletic events, and competitions. Students are permitted to carry and use cell phones on buses during any choir trips, and to use cell phones to contact parents for pick-up at the conclusion of any choir activity. Any cell phone that is seen or heard during a choir activity will be confiscated by the choir director and the Mapleton Student handbook guidelines will be followed.

## Auditions

Auditions will be held at during the first week of school to determine vocal placement within the choir. Criteria for vocal placement include technical proficiency, balance needs, student interest/enthusiasm, and attitude. The director reserves the right to assign students with higher audition scores or placements to sing a lower part in order to achieve a more balanced sound or instrumentation.

# Uniforms

Choir robes will be stored at the school, but students are responsible for taking care of the robes while they are checked out (during the year) and for returning them at the appropriate time (Hang them up after performances).

The High School Choir will perform in their choir robes. Black bottoms are required underneath the robes, as well as a dressy/formal top. For the ladies, your sleeves may not stick out from under the robe, and bottoms may consist of a black skirt, black pants, black stockings, black dress shoes. All skirts or dresses must adhere to the Mapleton High School dress code, and black leggings/stockings must be worn in accompaniment to the dress/skirt. Gentlemen should wear black dress pants, a white dress shirt, a black tie (optional), black socks, and black dress shoes for all choral performances, unless otherwise notified by the director. Absolutely no flip-flops, sleeveless shirts, or tennis shoes will be allowed from ladies or gentlemen. Any violation of a uniform policy will result in a failing grade for the performance, and the student will NOT be permitted to perform. **If you have any questions regarding uniform expectations, please contact Ms. Swineford at least 3 weeks in advance of any performance.**

For Honor Choir auditions, Solo and Ensemble, and other individual events, students should wear a nice outfit. Please do not wear jeans or flip-flops to ANY event, unless otherwise announced by Ms. Swineford. We are representing our school!

## Late Work Policy

It is the agreed upon policy of Mapleton High School that students turn their work in on time. If a student does not hand in their work on the given assignment due date, the student will have **one week** to hand in their work for 50% credit. Beyond one week, a student will receive no credit for that assignment.

## Special Choir Trips

Each year, the music department plans a trip for students, usually based on performance. In past years we have done the Indians Game, Lake Erie Hockey Match, and a trip to Playhouse Square. Plans for this year are under way, and are not yet settled. More information will be distributed via the Music Dept. website. Stay tuned.

Participation in these events is voluntary, providing the stipulations at the top of this page are fulfilled

# Rehearsal and Performance Attendance Policies

The choir director and other instructors understand that students' time is valuable, and we take pride in the fact that we use time wisely and begin/end rehearsals as promptly as possible. Students and parents are asked to give the band program the same consideration and cooperation, as all students have individual responsibilities to perfect their own performance and group responsibilities to be present so that they may help out other members of our "team." Please remember, however, that the staff will strive to dismiss students at the ending time but that students (ESPECIALLY Student Leadership Team members) are still responsible for cleaning their areas and returning equipment to its proper place.

Please schedule appointments, etc, on days other than rehearsal and performance days. Students with jobs should realize that work is NOT an excused absence and should present their employers with the band schedule as soon as possible. Any conflicts should be discussed with the choir director as early as possible.

If an absence would be considered excused by Mapleton Local School District, it will be excused by the choir. In case of an emergency or if a student is absent from school, an excused absence requires parents to contact Ms. Swineford directly through email at [mapl\\_rswineford@tccsa.net](mailto:mapl_rswineford@tccsa.net) or phone call to her office at 419-945-8153. **Excused absences that are NOT an emergency must be communicated with Ms. Swineford at least 4 weeks prior to the concert through parent communication via phone call and written note or email. Students who have an excused absence are required to complete a make up assignment and hand in within a week after the performance. After 3 weeks, if a student has not turned in their make up assignment, the work will not be accepted and will be graded as a zero for the performance grade.**

Unexcused absences will result in grade reduction and/or possible loss of leadership positions or spots in the choral productions. Absences are unexcused if the student misses a performance and does not contact the director.

Communication is absolutely vital to the choir program. Ms. Swineford's email and voicemail are running 24/7. Please cover all bases, and if need be, leave a voicemail and an email.

We strongly encourage our choir members to be involved in as many extra-curricular activities as they would like and are generally willing to compromise should activities be scheduled at the same time. Ms. Swineford will ALWAYS be willing to work out a compromise with a band activity and another Mapleton High School activity – but YOU MUST communicate **well** in advance with Ms. Swineford and your other coaches/sponsors!



# Awards and Scholarships

All students are eligible for the following awards and trips only if the below criteria are met:

- 1.) The Student must be in attendance to all scheduled performances.
- 2.) The Student must earn a total of points by attending, performances, and participating in fundraising events.

**First Year Award:** Numerals of the student's graduating year

**Second Year Award:** The Choral Varsity Letter

**Third Year Award:** A Choral Medallion

**Fourth Year Award:** Choral Plaque with Student's Name and graduating year

Other Awards:

**The National School Choral Award:** Awarded to one 4th year senior who has shown superior musicianship and outstanding dedication to the ensemble.

**Frederick Chopin Piano Award:** A yearly award given to a musician who displays outstanding performance on piano.

**Mapleton Music Boosters VocalScholarship:** Awarded to one third or fourth year senior Vocal musician who, during their senior year, took an OMEA Class A or B solo to OMEA Solo and Ensemble Adjudicated Event and received a rating of Superior, Excellent, or Good. This Scholarship is worth \$250 towards tuition at the university where the students will attend.

## Points System for Varsity Award

This year, we are instating a points system in regards to earning Varsity Awards in the music program. We want these awards to be something students work for and something they can be proud of earning. Students will need to earn a total of 840 points.

Veteran's Day Assembly	=	50 pts.
Elementary Showcase	=	50 pts.
Assignment to be Determined	=	100 pts.
Winter Concert	=	150 pts.
March Arts Concert	=	150 pts.
May Spring Concert	=	150 pts.
Spaghetti Dinner Donation	=	100 pts.
Krispy Kreme Fundraiser	=	50 pts.
Working concessions	=	50 pts.
Zap-A-Snack Fundraiser	=	150 pts.
National Anthem at a Sporting Event	=	40 pts.

## *2017-2018 9-12 Choir Schedule*

<i>DATES:</i>	<i>EVENT:</i>	<i>LOCATION and TIME:</i>
September 25, 2017	Start Zap-A-Snack Fundraiser	
October 2, 2017	Spaghetti Dinner Donation Papers Distributed	
October 9, 2017	End Zap-A-Snack Fundraiser	
October 9, 2017	Spaghetti Dinner Donations/Papers Due	
October 23, 2017	Spaghetti Dinner Fundraiser	MHS Commons 5:30-7:30 PM
October 27, 2017	Canvas and Cupcakes Forms Due	Call Time 5:30 PM
November 4, 2017	Canvas and Cupcakes	MHS Commons @ TBDPM
November 8, 2017	Zap-A-Snack Delivery	MHS Commons at end of school
December 11, 2017	6-12 2017 Band and Choir Holiday Concert	MHS Gymnasium @ 7:00PM, Call Time 6:00PM
February 3, 2018	OMEA District 10 Solo & Ensemble	Mansfield Senior HS, Times TBD
February 26, 2018	Krispy Kreme Fundraiser Begins	
March 5, 2018	March Arts HS Band and Choir Concert	MHS Commons @ 7:00PM, Call Time 6:15PM
March 6, 2018	Krispy Kreme Fundraiser Ends	
March 19, 2018	Krispy Kreme Delivery/Pick up	MHS Commons 2:30-3:45 PM
May 7, 2018	HS Band and Choir Spring Concert	MHS Commons @ 7:30 PM, Call Time 7:00 PM
May 10, 2018	HS Music Dept. Awards Banquet	MHS Commons @ 7:00PM
May 31, 2018	Baccalaureate	Maple Grove Church, Time TBA
June 3, 2018	Graduation	MHS Gymnasium, Call time 1:00PM, Music starts at 1:30PM, Graduation starts at 2:00PM

# Calendar of Events

*\* = These dates have not yet been confirmed, but based on recent years, these are the supposed dates of the event.*

*NOTE: These are all performances as it stands right now. Performances are likely to be added throughout the year, as some dates have not yet been released for parades and similar events. We will keep you informed of all performances as soon as these dates are published.*

Dates for Honors Choir opportunities will be released at a later date.

# Mapleton Music Boosters

The purpose of the Mapleton High School Music Boosters is to provide support to the Mapleton Local Schools Music Programs. As a family member of a MHS Music Student, you are automatically a Music Booster. The Boosters support shall consist of providing operational funds, volunteer services, and organizational coordination as requested by the Choir Director to the fullest extent possible. Parents should feel free to contact the Booster Club Officers with any questions. This group meets the fourth Monday of every month at MHS, and we look forward to seeing YOU at the next meeting! Being involved with the Boosters is the very best way to support your child's musical education.

## **STAY UP-TO-DATE ON ALL THINGS MOUNTIE MUSIC!**

We know how difficult it is to keep all of your student's extracurricular activities straight! The Mapleton Music Boosters has several ways to help you keep track of band, choir, and Sweetheart events, concerts, fundraisers, deadlines, etc. for grades k-12.

### **Website**

Check out our website at [www.mapletonmusicboosters.weebly.com](http://www.mapletonmusicboosters.weebly.com). Details of upcoming events and our calendar are updated frequently throughout the year.

### **Email**

Sign up to get our email updates. There is a form to sign up on our website, or just email us at [mapletonmusic@gmail.com](mailto:mapletonmusic@gmail.com). We'll email you when there is important news.

### **Facebook**

We now have a Facebook Group! You can request to join here: <https://www.facebook.com/groups/1940660599485821/>. We will try to put as much information out here for our students and parents as we can...and you can share posts with grandparents and other family members!

And we are always excited to see new faces at our meetings, held at 7 PM on the 4th Monday of each month. Upcoming meetings include July 24 and August 28.

As a group of parent volunteers, we know how busy everyone's schedules are, and we want to make it as easy as we can to keep up-to-date. If you ever have any questions, or can't find an answer on our website for Facebook, please feel free to contact your student's music director or the Boosters ([mapletonmusic@gmail.com](mailto:mapletonmusic@gmail.com)).

**Looking forward to another great year of Mountie Music!!**

## 2017-2018 MAPLETON MUSIC BOOSTERS

### PARENT VOLUNTEER OPPORTUNITIES

The Music Boosters need your help! Please complete the areas below where you would be willing to assist at our events/fundraisers and then return to Ms. Swineford, Mrs. Sillman, or any Music Booster Officer.

- \_\_\_\_\_ I will help sell popcorn & donuts at teh home football games (evening)
- \_\_\_\_\_ I will help with the Sap-A-Snack Fundraiser. (afternoon)
- \_\_\_\_\_ I will pop popcorn at the girls and boys hme basketball games (late afternoon/evening)
- \_\_\_\_\_ I would be willing to pop popcorn at the Mapleton XC Invite night or Mapeton High School/Middle School/5-6th grade track events (after school)
- \_\_\_\_\_ I will help at the Volleyball cconcession stand (late afternoon/evening)
- \_\_\_\_\_ I will help with the 3rd quarter table at teh home football games or provide food (evening)
- \_\_\_\_\_ I will help at the Annual Spaghetti Supper With a Beat (evening)
- \_\_\_\_\_ I will help with the winter concert reception (evening)
- \_\_\_\_\_ I will sell raffle tickets for Raffle for Rhythm (evening)
- \_\_\_\_\_ I will help with the Krispy Kreme Fundraiser (afternoon)
- \_\_\_\_\_ I will help with the High School awards banquet (evening)
- \_\_\_\_\_ I will help with the Cupcakes and Canvas fundraiser (Saturday afternoon)

Please contact me at:

Name \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Text Yes or No

Student Name \_\_\_\_\_ Home Phone: \_\_\_\_\_

E-Mail address \_\_\_\_\_ Best time to contact me \_\_\_\_\_

If you have any questions or need to contact us, we can be reached at:  
mapletonmusic@gmail.com or go to our website:  
www.mapletonmusicboosters.weebly.com for more information.



# 2018 OHIO MUSIC EDUCATION ASSOCIATION SOLO & ENSEMBLE CONTEST

Dear Students and Parents/Guardians:

This letter serves two purposes: to inform you of Solo & Ensemble contest and as a commitment contract. For those of you who are not interested in contest, there is no need to return the commitment contract. Every year, OMEA holds a contest where students have the opportunity to prepare a solo for their instrument, play with an ensemble, or both! It is a great learning opportunity for students as they continue their high school music participation. Just as it makes the student a stronger player, it increases the strength of the ensemble as well.

The contest will be held at Mansfield Senior High School in Mansfield, Ohio on February 3, 2018. Times are to be determined, and will not be distributed until approximately one week before the contest date. Not everyone will play at the same time, as I, the director and accompanist, will need to be in the room at the time of the performance. As soon as I am aware of performance times, you will be informed. You will also be informed of more details as the contest date nears.

The contract below must be signed and returned with payment of fees to Ms. Swineford by Friday, October 6, 2017. Those of you who are interested will receive your music before Thanksgiving Break (and I suggest that you begin practicing during that time to give your very best performance on the contest date!). If you chose to take a solo to contest, you must rehearse with Ms. Swineford a minimum of 3 times before contest. If you chose to take an ensemble, you must rehearse together with Ms. Swineford a minimum of 4 times before the contest (and more outside of that!). These requirements are important so that you are used to playing with the accompaniment or your other ensemble members.

There is a lot of interest in Solo and Ensemble contest this year. The Ohio Music Education Association charges a fee of \$18 for solos and \$23 for ensembles. These fees are due by October 7th, as previously stated. If you have any questions or concerns, please email Ms. Swineford at [mapl\\_rswineford@tccsa.net](mailto:mapl_rswineford@tccsa.net) or call her office at 419-945-8153. I will return your call as soon as possible.

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## 2018 Solo and Ensemble Contest

I, \_\_\_\_\_, want to take a solo/ensemble (circle one) to Contest.

Solo Instrument: \_\_\_\_\_ Ensemble Type: \_\_\_\_\_

Other Members of the Ensemble:

Student Signature: \_\_\_\_\_ Fee Amount being Paid: \_\_\_\_\_

•Circle: CASH or CHECK

Parent Signature: \_\_\_\_\_





# Student/Parent Handbook Contract

Please Sign and return to Ms. Swineford by August 25, 2017

## **Rules and Procedures**

I have read, understand, and will comply with all rules and procedures in the 2017-2018 Mapleton High School Choir Handbook. I will be at every choir function unless I have a Mapleton Local Schools excused absence and advance documentation from my parents or else my choir grade will be lowered. I believe that we are all responsible for making rehearsals run smoothly by preparing parts in advance and remaining focused in on the task at hand. I am willing to do my part!

## **Uniform Contract**

I understand that I am personally responsible for the uniform items assigned to me, and that I will be charged for any parts that are lost or damaged due to neglect or abuse. I also agree to take care of the uniform as directed. At the end of each performance, I will see that I have all uniform parts assigned to me properly stored in the storage closet. I will personally check my uniform in and out from the uniform parents, and I will not assume responsibility for another choir member's uniform unless instructed by the director. I will report any missing or damaged items immediately to the director. I understand that failure to follow these rules will result in immediate disciplinary action and financial responsibility.

## **Letter of Mutual Consent**

I, the undersigned student, accept membership in the Mapleton High School Choir and understand that I am responsible for knowing and following all the policies as set forth in the Choir Handbook. I fully agree to carry out my responsibilities to the very best of my ability. Above all, I agree to keep a positive attitude and have FUN making MUSIC!

\_\_\_\_\_  
(Student Signature)

\_\_\_\_\_  
(Date)

I, the undersigned parent or guardian, have read and understand the policies as set forth in the Choir Handbook. I also grant full permission for my child to be an active member of the Mapleton High School Choir.

\_\_\_\_\_  
(Parent Signature)

\_\_\_\_\_  
(Date)

Student Cell Phone and Email \_\_\_\_\_

Parent Cell Phone and Email \_\_\_\_\_