

Inland Conservatory for the
Performing Arts
Music Handbook 2015-2016



Ms. Melissa Gurrola-Director

An open letter to all choir students:

Welcome to ICPA Vocal Studio!! Whether this is your first experience with us or you are beginning your third year in the music program here at ICPA, you will want to read all the words on the pages in this handbook. There are several reminders of our tradition of excellence and many new items as well. So take the time to get acquainted with this information.

There are so many great things that can happen when you sing in choir. The first that comes to mind are the wonderful friends that you will make. The best friends in the world are your friends in music. A special kind of bond will develop in each choir as we work towards each concert experience. The biggest reward will come when everyone gives their best effort during rehearsals and, of course, during our concerts. So, let me tell you one more time: Welcome!! I'm excited that you are in my class and I look forward to a fun year.

EVERY MOMENT COUNTS!!

Be prepared for rehearsals. Always have your folder with your music, a pencil, and a highlighter with you during class.

Your routine upon entering the classroom should be as follows:

1. BE ON TIME!
2. Place your personal belongings in the designated areas.
3. When you hear the final bell ring, go immediately to your seat and wait for roll to be taken.
4. During rehearsals, PAY ATTENTION, if it is necessary for me to work only part of the choir and you're not involved, you may carry on a whispered conversation with the person next to you. Just be ready at any time to continue in the music when it is time to do so.
5. When dismissed from rehearsal, place any equipment or music back in the proper places. Make sure that any equipment that is used is returned or that it is turned off. Return to your seats once everything is out away. However, remember that the bell does not dismiss the class. That is my responsibility and when I am ready, you will be dismissed.

REMEMBER THAT YOUR MUSIC IS YOUR RESPONSIBILITY AND YOU WILL BE HELD ACCOUNTABLE FOR IT. IT SHOULD NEVER BE LEFT IN THE CLASS ROOM OR IT SHOULD NEVER BE LOST. HAVING YOUR MUSIC EVERYDAY IS A PART OF YOUR LEARNING EXPERIENCE. NOT HAVING YOUR MUSIC WITH YOU WILL RESULT IN POINTS TAKEN AWAY OR YOUR GRADE TO BE LOWERED!!

Concerts... Everything you always wanted to know.

A concert is very much the final exam. We have learned material, learned it, memorized it, and then we perform it.... **THE FINAL EXAM.** There will be anywhere from 2 to 4 concerts during the year. These concerts are open to the public and no admission fee is charged. It is a chance for us the choir to show our friends, family and teachers what you have learned in the previous weeks and throughout the school year. I will sometimes incorporate demonstrations into our concerts such as warm-ups or diction, so it pays to be prepared by paying attention in class.

BE ON TIME TO OUR PRE_REHEARSAL!! There could be last minute changes that you need to know about. There may be times you will be in the wings while another choir is singing. These are times when you must make like a mouse and be quiet. If you are using the restrooms to get ready before a concert, be sure to clean up afterwards. If you are given a responsibility on or off stage.... **DO IT.** It takes all of it to do what is expected to make everything come out right.

PLEASE READ THE NEXT COUPLE OF LINES AND COMMIT THEM TO MEMORY.

When participating as a member of the audience in any concert situation, I will...

1. Key my feet on the floor where they belong.
2. Stay on your seat except when it is your turn to perform
3. NO talking when another group is on stage performing.
4. Talk quietly **ONLY** between groups.

This means to be prepared ahead of time.... Get a drink, use the restroom, and take everything you need to the right places. **IN OTHER WORDS: THINK AHEAD!!!**

THE ONLY EXCUSED ABSENCE FROM A CONCERT WILL BE IF THE STUDENT IS ILL AND THE PARENT CONFIRMS THIS WITH A PHONE CALL. I DO NOT WANT YOU ON STAGE IF YOU HAVE A FEVER!! YOU BELONG IN BED AT HOME.

PROPER DRESS... WE HAVE A STRICK CONCERT ATTIRE!!

Ladies will wear black dresses and Men will have to wear black slacks with a white long sleeve shirt and a black tie. Both Ladies and Men must wear black closed shoes!!

HOW DO I GET MY "A"?

It's true that there are a lot of A's in choir but I have also given many B's, and unfortunately some C's each year. So, no one is guaranteed an A just by coming to class. Everyone will receive the grade that they earn. By far the most common reason for a grade being lowered than it could be is the lack of daily participation or not doing your make up work. If you miss a rehearsal, you may have missed a test or worksheets. If you miss a concert that is excused you will be allowed to do a makeup assignment. **NO MAKEUPS WILL BE ALLOWED FOR UNEXCUSED ABSENCES FOR A CONCERT (FINAL EXAM).**

RULES TO FOLLOW

1. Use common sense.... using good common sense can probably solve 95% of the problems you might encounter in the choir room. This requires that you think before you act.
2. No putdowns... I want everyone to feel secure, proud, and free to express yourself in the choir room. Treat others the way you want to be treated.
3. Be on time. Don't make the rest of us wait because you cannot get organized. If you have a valid excuse for being late, enter the classroom quietly, bring your pass to me and then prepare for rehearsal as quickly as possible without disrupting the rest of the class.
4. Take care of the room and equipment.... Everything costs money to replace or repair, this includes, cabinets, folders, music, chairs, sound equipment, iPods, and anything else you might be using in the choir room.
5. No food, gum or drinks... Gum garbles your singing. Food practically always makes a mess.
6. Be an active listener... There is nothing more irritating than having to give the same instructions two or three times. When I am relaying information of any kind to the class, I will wait until you are ready, and then say it once. I realize there may be times when what I say may not make sense to you and of course I will always explain further when you need me to.
7. Have Patience...there will be times when six or more of you all have a most important situation to discuss with me all at the same time. I am only one person. Please understand that I am only human and have my limits. Don't stomp off with a cloud hanging over your head if I ask you to wait until the end of class to ask me that all-important question. I am practically always available for a few minutes after school or between classes. If what you need to discuss will take more than a few minutes, please schedule a time to meet with me.
8. Be Your Best... I hope that you will want to give your best effort to your choir every minute of everyday. By using good singing habits and trying your hardest each day you most likely will leave the rehearsal feeling better than when you began. Music is a wonderful tonic for what ails us. I am lucky that I have the ability and honor to sing everyday of my life, since it is what I love to do most in my life.

SIGN – OFF FORM

This form must be completed and returned to the choir director by September 1, 2015. Your signature indicated that you understand and have discussed this agreement with the teacher and your parent(s)/guardian(s).

Student Signature

Date

Parent Signature

Date

Do you have any questions?