



Handbook

Apprentice Choir
Rehearsals

Bethel Church
10202 Broadway
Crown Point

Mondays
5:30-6:30

Concert Choir
Rehearsals

Bethel Church
10202 Broadway
Crown Point

Mondays
6:30-7:45

Treble Choir
Rehearsals

Liberty Bible Church
824 N. Calumet
Chesterton (Valpo)

Thursdays
4:30-5:30

Artistic Director

Aaron Riegle
464-1642 or
1-866-662-1151
aariegle@verizon.net

Associate Director

Ann Riegle
464-1642 or
1-866-662-1151
aariegle@verizon.net

Administrator

Cheryl Dieter
219-242-0707
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Introduction

The Southlake Children's Choir, a not-for-profit corporation, rehearses in ensembles designed to enhance and build upon the student's vocal and musical abilities. Choir members range in age from seven to fourteen and come from all racial, economic, and religious backgrounds. Rehearsals and performances of quality musical literature form the foundation of instruction. All rehearsals include instruction in musicianship as well as the proper use of the developing voice. Through this instruction, each child is challenged to the best of his or her ability while working toward the clearly defined goals of the ensemble. The choir exists to artistically enrich the lives of our children, their families, and our community.

The children study and perform a variety of music ranging from unison folk songs to more challenging and contemporary literature as well as popular music from the choral masters of all time periods. Composers also have been commissioned to write special works for the Southlake Children's Choir.

Musical concepts are taught using singing, listening, reading, movement, and formal analysis throughout the rehearsals. The students are instructed on the proper use of their vocal instruments through exercise, posture, breath, and tone production.

Membership

The Southlake children's Choir is designed to be a positive learning experience for our children, one that they will carry with them throughout their lifetime. Members should take to heart the meanings of "commitment" and "responsibility." Students who take their membership seriously develop a deep sense of pride in our organization. Enrollment into SCC is for the season of September through May and each member is expected to ***remain active and committed to the program for the entire term.***

Registration and Tuition Fees

A one time registration fee of \$30.00 is charged to every new SCC member to partially cover the cost of a rehearsal t-shirt, music, and folder. The tuition fee for a child enrolled in SCC is \$230.00 for the yearly term. Parents will select from three payment options at the beginning of the term. Members who have not attempted to fulfill the tuition obligation by the required contractual date will not be allowed to participate in SCC activities or performances.

Tuition is due for the entire year, even if your child does not complete the season. Families with more than one child enrolled will pay full tuition for the oldest child and \$120.00 for each additional child enrolled in SCC. Financial aid is available. If you desire financial assistance, complete the Financial Aid Application form included in this packet. Financial assistance is awarded at the discretion of the Southlake Children's Choir Board of Directors.

In addition to the annual tuition fee, members also pay a \$15 uniform fee. This fee covers the cost of dry cleaning as well as adding and replacing new uniforms.

Tuition fees pay approximately one-third of the operational expenses incurred in the yearly budget and are necessary to ensure the quality of the program. Donations are always accepted and each year the SCC Board of Directors conducts an annual fund drive to help cover some of the budget costs. The *LEAP into the Arts* fundraiser provides the remaining portion of the annual income.

Rehearsals and Attendance

Membership in SCC is a commitment to faithful, consistent, and punctual attendance. It is expected that rehearsals take a very high priority in each child's life. Each child is holding a valuable place in his or her choir. A choir member will be excused from rehearsals if a legitimate conflict occurs. In order to be excused, the Artistic Director or designee must be notified PRIOR to the rehearsal. Parents should submit a written excuse (either email or handwritten) for each absence, tardiness, or early dismissal. The written excuse should include the child's name, reason for absence, date, and parent signature. In cases of planned absences, notice as far in advance as possible is appreciated. If you are going to email an absence, the email address to use is aariegle@verizon.net. ***Students are asked to miss no more than 3 rehearsals.***

Reminders for Successful Membership

The following procedures help achieve the discipline and professionalism for which the Southlake Children's Choir is known. We ask that they be enforced for the singers' safety, for ensuring orderly rehearsals, and out of respect and courtesy for each other.

1. Parents of Apprentice Choir and Treble Choir members are asked to sign their child in each week and collect any handouts. Concert Choir members may sign themselves in. Those who are carpooling should remember to pick up enough handouts for everyone in their car.
2. Parents are requested to pick up students promptly to avoid confusion and unnecessary worry. Telephones may not be readily available for calls home. Students may not exit the building unaccompanied. Please be on time for pick up.
3. **We are guests at Bethel and Liberty churches.** Choir members are not allowed to wander the hallways except to use the restroom.
4. Always bring your folder, music, and sharpened pencil to every rehearsal. Show respect for each other, the Directors, parent volunteers, and the buildings in which we are guests.
5. If a child cannot actively participate in a rehearsal, he/she should bring a note stating such, then quietly and attentively observe the day's instruction.
6. Rehearsals are open to parents and interested members of the community. Visitors are always welcome and are encouraged to observe rehearsals as space allows.

Performances

Every effort is made to accommodate unavoidable conflicts. An email or written note concerning any conflicts (i.e. sporting events, drama clubs, school and church events, etc.) should be submitted as far in advance as possible.

Performances require the very best in conduct, appearance, and musicianship:

1. Always eat a nutritious meal and get plenty of rest before a concert.
2. Arrive in proper attire for the performance.
3. Conduct yourself at all times in a calm, polite, and professional manner. Give your undivided attention to the Director at all times.
4. Know the music. Each musician must have confident command of the concert repertoire. Failure to demonstrate this at the final rehearsal may result in release from the concert commitment.
5. Remember at all times that you represent the Southlake Children's Choir.

Concert Dress

Just as the ensemble sound is important, so is the total ensemble appearance. A well-groomed, neatly uniformed ensemble is essential for a truly professional and artistic experience. In our continued effort to achieve artistic excellence and superior performing skills for our children, we must directly face the critical issues of appearance.

1. Good personal hygiene is a must for all singers. Clean teeth and clean, combed hair is always expected of each singer. Hair should be combed away from the face and may be fastened with natural hair barrettes (no bows, ribbons, or colored barrettes.)
2. NO obvious make-up or cosmetics. Perfume should not be worn, since it is often overpowering in close relationship to others, especially under hot stage lights.
3. Dangling earrings, necklaces or bracelets will not be allowed. Small earrings, such as tiny pearls or gold balls are acceptable.
4. All clothing must be properly ironed or pressed.

All Choirs

Girls: Black pants, white blouse* (long sleeve, Peter Pan collar,) SCC sweater vest, black dress flats (no open toes, no heels).

Boys: Black "Docker Style" dress pants, white shirt, (Long sleeve, button down collar), SCC sweater vest, black socks, black shoes, black belt.

*Girls blouses are available for purchase from **Hub Bootery** (108 N Main Street, Crown Point, Indiana 219-663-0022) or from **J.C. Penney** (online).

Music

Folders and music are issued to the singer for the entire season. Students are responsible for the proper care and maintenance of the music. All music is to be turned in by the last performance or rehearsal in the winter and spring. Please remember that music is to be used and not abused.

Photos

To assist both choir members and directors in getting to know one another, please submit a photograph (head shot) of your child(ren). This photo will be used to create a photo directory that will be distributed only to SCC members.

Web Site

The SCC web site is used to post information regarding news and events. Please visit the web site (www.southlakechildrenschoir.net) to get up-to-date information. Newsletters will normally be distributed at the first rehearsal of each month and will be posted on the web site as well.

Weather Cancellations

In the event that a rehearsal or other event needs to be cancelled due to weather conditions, the cancellation will be posted on the SCC web site at least two hours prior to the event. Because of the large number of families needing to be notified of cancellations, we prefer not to notify everyone by telephone. An email notification will be sent, with a request for a reply. This reply lets us know that you are aware of the cancellation and we will not need to contact you by telephone.

LEAP Fundraiser

The "LEAP into the Arts" fundraiser provides a substantial income for SCC and is the only major fundraising activity in which we will be involved this year. As such we are asking each SCC family to sell at least two tickets to the fundraiser, which will be held on **Friday, February 26, 2009**. Parents may purchase the two tickets to attend the fundraiser themselves or can sell the tickets to friends, family, or other acquaintances. More information on the fundraiser will be distributed later in the year.