W. W. Lewis Middle School
Choral Department
2018-2019

Choral Handbook
Procedures, Rules, and General
Regulations for Students and Parents

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W. W. Lewis Middle School
Choral Handbook
Forward
The choral program at W. W. Lewis Middle School creates a vital and important part of the middle school experience. Our primary focus is on musicianship fostered through the preparation, practice, and performance of various musical endeavors. The goal is to provide students with well-rounded instruction, equipping them with skills such as leadership, initiative, appreciation and respect for all. The success of the choral program will in turn give success to the individual and vice-versa.

Mission Statement
The Choral Program at W. W. Lewis Middle School exists to spark and grow a deeper understanding of music and its relationship to our culture, as a vital and integral part of life.

Philosophy
Music is taught so that one can be fully human, recognizing both technique and beauty while also cooperating with a group to form one voice. Performing allows one to connect with words and feelings in a way unlike any experience in the world.

The study of music will expand your mind in ways not common to the academic curriculum. Research proves learning to read music improves the study of other disciplines while also increasing test scores of the students studied.

Body health improvement is another benefit of music education. Singing reduces stress and is an outlet to cope with mental illness. Music allows the mind to escape reality and calm the body. Diaphragmatic breathing also is plus for mental stability and increases your immune system.
Objectives
1. To provide students with a pleasant, positive experience that increases and adds to their appreciation and enjoyment of music.
2. To increase the student’s enthusiasm for the school experience, thus improving attendance and motivating students toward increased academic achievement.
3. To reinforce skills honed and knowledge received from other subject areas by means of practical application.
4. To develop in students an enhanced aesthetic sensitivity for music as an art form by disciplined study and application of its various elements, both separately and as they are combined into a coherent musical whole.
5. To prepare students for advanced studies (college) or careers in music.
6. To provide students with a healthy hobby or a vocation, that can be useful throughout life.

The Director’s Expectations of Members
Now that you are a member of such a visible organization, you are constantly in the “spotlight”, whether you want to be or not. At all times, you are representatives of the W. W. Lewis Middle School Choral Program - even when you are out of school and after school hours. My expectations are that you always set a positive example of our choir family. The choir consists of different elements, but we are one group. A group of singers, no matter how talented, will never perform as well as an ensemble unless they work together. These are the expectations of all members:
1. Attend all class sessions (not just choir), rehearsals, and performances.
2. Show respect for those in authority and fellow students.
3. Follow the rules, including the Student Code of Conduct, LMS School Rules and Regulations, CPSB policies, and the Choral Department’s Handbook.
4. Cooperate with and encourage fellow choir members to produce a unified effort.
5. Keep a positive attitude.
6. Be responsible for and assume the consequences of your own behavior.
7. Hold yourself to a higher standard; you no longer speak or act for just yourself.
8. Be a leader; set the example in all aspects of your life.
9. Be a part of the school, not just the choir. The choir is one of the largest organizations on campus, and it should have a representative in every facet.
10. Exhibit self-discipline; this means doing what is right or needs to be done without having to be told or reminded by others.
Dear Chorus Members and Parents/Guardians,

Students, it is a pleasure to have you as a member of the Lewis Middle School Choral family. You are part of an organization that, through the years, has earned a reputation of excellence and I look forward to you adding to this rich tradition continue.

As a member and vital part of this organization, you will have responsibilities and obligations to meet. I expect you to do your part -- be at rehearsals, be punctual, practice individually outside of school hours, participate in fundraisers, etc. Most of all, I expect that in everything you do, both inside and outside of our program, you will strive for excellence and represent W. W. Lewis Middle School in a positive fashion.

You will find a cross-section of the school in our chorus. We have leaders in virtually every club and activity in the school. Since most of our members will not become professional musicians, this may be your best opportunity to be in the spotlight and be recognized as an outstanding performer. I want that once-in-a-lifetime opportunity to be the best possible experience for you, so I do expect that you will give it your all in both rehearsals and performances.

Parents, support your children by attending concerts, programs, competitions, and any other performances of our chorus. Encourage home practice and help your child meet their commitments of a busy schedule. Be aware of the choir’s calendar of rehearsals and performances. Most dates will be given to you now. Additional dates will be provided to you at the earliest possible notice. The school website, and the music section on it, is a great tool and source of information for you, please use them.

To our young performers, this is a winning team with a rich tradition of which you are now a vital part. As with any activity, you get out of it what you put into it. I want the best for you, and that is the reason I demand the best from you. You have the opportunity to enjoy some great times as part of this band, and I look forward to sharing them with you.

Jordy M. Stanley, Director of Choirs
Responsibilities of a Chorus Member
Through effective performances and musical contributions to the community, the members of the LMS Choral Program may earn various rights and privileges. As we continue these traditions of performance excellence, we must temper these rights and privileges with several areas of responsibility.

Responsibility to Music as an Art Form
The performing arts have always been a vital part of humanity. You have a very special talent and opportunity. You have the obligation and responsibility to use that talent for the betterment of our community and yourself.

Responsibility to Community
As a member of the W. W. Lewis Middle School Choral you have a responsibility both to your school and your community to provide a certain number and quality of performances. The support provided by the school and members of the community indicate that we are indeed appreciated and respected. It is not only right that we perform at such times, but also vital to the continued relevance and success of this organization. We must endeavor to perform our very best at these functions.

Responsibility to the School
The W. W. Lewis Middle School Chorus is very fortunate that the school district provides us with resources such as appropriate settings and facilities to rehearse and much of the larger and more expensive equipment that is vital to our program. We have the responsibility to provide the best possible performances for the school, community, and citizens of our school district.

Responsibility to Each Other
Getting along with each other in our complex society is a challenging task by itself. You have the obligation and responsibility to respect the rights of others. Anti-social behavior will only breed the same in others and bring unwanted trouble. Spreading rumors, bad manners, disrespect, etc., are not tolerated. Please respect the rights of others, both in and out of band, and treat them as you wish to be treated.

Responsibility to Ourselves
We owe ourselves the benefit of proper instruction. You have the primary responsibility for learning and contributing your talent to the group.
Training Choir
The Beginning Choir consists of first year choral students. This choir does perform at festival and concerts. Other opportunities to perform will be determined closer to performance dates. Members are open to all extra-curricular auditions.

Concert Choir
The Intermediate Choir consists of second year choral students not in the Advanced Chorus. This choir does perform at festival and concerts. Other opportunities to perform will be determined closer to performance dates. Members are open to all extra-curricular auditions.

Select Choir
The Advanced Choir consist of students who, through spring auditions, have demonstrated great musical skill and ability. This is the premier ensemble at W. W. Lewis, performing at concerts, community programs, and competitions. Additionally, all members must audition for District Honor Chorus.

Lewis Lads
The Lewis Lads choir consists of male students in grades 6th-8th. This is a specialized choir to give the students a more comfortable environment when dealing with the male changing voice. Many male students are turned off to choir when their voice starts to change at the middle school age. This choir is designed to keep those boys singing and help them through this process. This choir performs at festival and concerts. Members are open to all extra-curricular auditions.

Extra-Curricular Choirs
Students will have many opportunities to participate in auditioned choirs. These choirs include ACDA All-State and District V Honor Chorus. These choirs are highly honored and require the very best in a singer. Extra-curricular choirs are a great opportunity for students to sing with other students across the area and state as well as work with a nationally acclaimed clinician. Solo and Ensemble is a great way for students to perform individually or in small groups. Students wishing to participate will gain skills as an independent musician.
Communication
The director maintains many lines of communication to ensure students and parents are informed of choral activities, goals, and events.

Website
A calendar, current announcements, and forms can all be found on our webpage: www.cpsb.org/lewis_music_dept or from the “Music” tab on the Lewis webpage.

Email
This is the most preferred and quickest method for the director.
Mr. Stanley’s email is: jordy.stanley@cpsb.org

Telephone
The main office line for Lewis is 337.217.4700. Please leave a message with the front office and they will contact me as soon as possible.

Twitter
Mr. Stanley will post tweets during choral outings to keep parents informed of changing developments as they arise. The choir’s handle is: @lmschoirs

Remind
The Chorus has several Remind accounts to communicate with students and parents. To use Remind, send a text message to phone number 81010. Insert the course code into the body of the message. Repeat for multiple courses. If is recommended that you sign up for at least two of the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
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</thead>
<tbody>
<tr>
<td>All Choir Students</td>
<td>@lmschoirs</td>
</tr>
<tr>
<td>Beginning Choir Members</td>
<td>@lmschoirs1</td>
</tr>
<tr>
<td>Intermediate Choir Members</td>
<td>@lmschoirs2</td>
</tr>
<tr>
<td>Advanced Choir Members</td>
<td>@lmschoirs3</td>
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<tr>
<td>Boy's Choir Members</td>
<td>@lmschoirs4</td>
</tr>
<tr>
<td>Show Choir Members</td>
<td>@lmschoirs5</td>
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Charms
The Music Department utilizes an online office program to help facilitate real-time information regarding assignments, finances, and many other services. To access Charms, log on to www.charmsoffice.com, and click “ENTER / LOG IN” in the upper right corner. Locate the “PARENT/STUDENT/MEMBERS LOGIN” section of the web page. Login to your student’s program account using the following School Code: Lewis Music. This will bring up the main “Public” page. For more info, or a handout, visit the Music Dept webpage.

Please Note: The chorus blackboard page can be found at the school website under the faculty tab. This will not be updated or checked throughout the school year.

W. W. Lewis Middle School
Choral Handbook
Financial Obligations

All members of the chorus pay a one-time chorus membership fee of $30, which is to be paid by Friday, October 5th.

Calcasieu Parish School System provides meager funds for the purchase of music and equipment used throughout the school year. The school system does not provide any assistance with the other recurring expenses of music programs such as transportation (buses to contests, performances, and spring trips), substitute teachers (when the director is with other students at performance events), facility rental fees, festival entry fees, yearbook pages, membership fees, office supplies and expenses, copy machine maintenance for music business, awards, printing costs for programs, etc. The Chorus Fee makes up a large percentage of our annual operating budget, please take care of this matter as soon as possible.

Our Chorus polo shirt is $25.00 for members of all choirs. This is a required uniform item for ALL Chorus Members. Additionally, the department will have chorus t-shirts included in the choir fee. These shirts may be worn on game days and club days, if worn in accordance with our uniform dress policy. They also serve as our official travel uniform, so please take care of them. Extra t-shirts may be purchased for $10.00.

All-state and Honor Choirs also are added expenses but optional. You are ultimately responsible for any fees associated with these extracurricular choirs. All-State costs include audition fees ($10), registration fees ($75), and hotel costs. Honor choir costs include audition fees ($5), registration fees ($25), and no hotel costs.

Please do not let these costs be a deterrent for participation. The ugly truth of it is that the Choral Department costs money to operate; but that doesn’t mean it has to be a burden. In late August, we will begin our fundraiser. Students are encouraged to participate as it raises funds for our program and credits their account, reducing much of the “out of pocket” expense. If you have specific questions or concerns, please contact Mr. Stanley.

Payments may be made in the form of cash or check/money order made payable to:

W. W. Lewis Middle School
Turning in Money
All money turned into the choral office must be enveloped marked with the student’s name, purpose, folder number, and the amount inside the envelope. This is a second hard copy record of all money for everyone as the envelopes will be kept throughout the remainder of the year. Money should always be brought to the director at the BEGINNING of the day, so that a receipt may be given during class. All money should be placed in the black lockbox in the choral office. NEVER leave money in the front office, it must be given to the director in person.

Example Envelope:  
Evan Hansen  #13  
Chorus Fee  $30.00

Required Attire

Concert Attire for Lewis Concerts
For boys and girls, the minimum concert attire is school uniform collared shirts, long uniform pants, belt, closed toe shoes. NO t-shirts, jeans, or shorts. All items should be cleaned without extreme signs of wear.

However, a more formal dress attire is encouraged:

- Girls – Dress; or nice shirt, sweater, or blouse with knee length skirt (or longer) or long dress pants. No large heels or strapless dresses. Dress shoes or small heels.
- Boys – Long sleeve dress shirt, slacks, belt, dark dress shoes, and tie.
- ALL – Tops and Bottoms must be SOLID colors (No Designs)

NO JEANS, hats, distracting accessories, sandals, perfume/cologne, and TENNIS SHOES.

Concert Attire for Public Performances
The following concerns our public performance attire for ALL chorus members. These include but are not limited to festivals, community programs, and any other occasion as deemed by the director. The rationale behind such specific attire is to present an image of unity. This forces the audience to identify with our students by the quality of their performance, not the “loudness” of their dress.

1. Chorus Polo Shirt. White undershirts are permitted but have no visible logos.
2. Long, Khaki school uniform pants, or other dress slacks or knee length (or longer skirt.)
a. Uniform pants (skirt) will suffice and your student can continue to wear them on a regular basis. You do not have to buy specific bottoms only for chorus. Those wearing skirts should be mindful of the length.

3. Solid, **BLACK** belt (if belt loops are present on skirt)
   a. It can be leather or cloth belts.
   b. No studs, colors, or other ornamentations. Just black…color of buckle is not a major concern so long as it is gold, silver, brass, pewter…just nothing too distracting.

4. Solid Dark Socks
   a. Crew length or longer; the idea is to not see flesh when in a seated position
   b. Black, Navy, or Grey colors are acceptable. No logos or other designs.

5. Solid **BLACK** shoes (Laces & soles included)
   a. Not necessarily dress shoes, as long as they are solid black and not tennis shoes. Inexpensive solid black shoes/flats can be purchased at Walmart and are acceptable.
   b. Closed toe shoes – NO flip flops, sandals, or high heels; this is safety issue more than a fashion concern.

6. General
   a. NO jewelry should be visible other than wrist watches and small stud earrings.
   b. NO sunglasses or other accessories; if it’s not allowed at school, it’s not allowed in performance.
   c. Bows, ponytail holders, and other hair accessories are permitted but should be modest, tasteful, and not of a distracting nature (size or color).
   d. Outward appearance should be modest and conservative in nature.
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<tr>
<th>Date</th>
<th>Event Description</th>
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<td>Annual Fundraiser/Choir Handbook Sign Page Due</td>
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<td>August 20</td>
<td>Parent Meeting (Choral Room) 6:00 PM</td>
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<td>August 25</td>
<td>ACDA Workshop (MSU) 8:30 am – 12:00 pm</td>
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<td>August/Sept</td>
<td>ACDA Rehearsals After School TBA</td>
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<td>August 31</td>
<td>Cookie Dough Fundraiser Ends (Orders and Money Due! $$$)</td>
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<td>September 6</td>
<td>ACDA All-State Audition Deadline</td>
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<tr>
<td>September/Oct</td>
<td>Honor Chorus Audition Rehearsals TBD</td>
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<tr>
<td>October 5</td>
<td>Choir Fee Dues ($30)</td>
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<tr>
<td>October 12</td>
<td>Honor Chorus Sign-up Deadline</td>
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<td>October 20</td>
<td>District V Honor Chorus Audition 8 am (F. K. White Middle)</td>
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<td>November 1-3</td>
<td>ACDA Fall Conference (New Orleans)</td>
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<td>November 9</td>
<td>Veteran’s Day Program Attendance Mandatory</td>
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<td>December 18</td>
<td>Holiday Concert 7pm (Lewis) – Attendance Mandatory</td>
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<tr>
<td>December 19-20</td>
<td>Winter Elementary Tour – Attendance Mandatory</td>
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<td>December</td>
<td>Ballet, Mall, Caroling, and Heritage House Performances</td>
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Chorus Guidelines

1. Respect the Class:
   · Students should enter the chorus room in a quiet and orderly manner.
   · Choir students should be on time, ready to go when the tardy bell rings.
   · Upon entering the room, students should place all items in the cove.
   · Upon entering the classroom, students should grab their folder and pencil. Students need a soft lead pencil every day.

2. Respect the Rehearsal:
   · Every class time is a rehearsal and must be treated as so.
   · Students should refrain from talking while the director is giving instructions. Conduct or attitude that distracts from the efficiency of the rehearsal will not be tolerated.
   · The director will assign students to a particular part and placement in the classroom according to his/her voice part and ability. Students may not move once this position is given as to not corrupt the sound created by placement in the group.
   · Sing only your assigned part during rehearsals and performances.

3. Respect the Chorus Room:
   · We cannot allow gum, food, or drinks in the chorus because of the damage they may cause to our chorus facilities and the health hazards of eating/drinking while singing.
   · Music folders are identified and given to each student. They must be kept in good condition and stored away properly at the end of every class.
   · Please keep your area clean and throw away any trash, even if it isn’t yours.

4. Respect the Music and Books:
   · Any method book given during class should be kept clean of marks and handled gently. If something needs to be written on, the director will give students a paper copy.
   · All music, octavos, and paper copies should be kept in the students’ folder. Each student is given one and only one copy. Music is expensive to purchase. Please treat the music with respect and take good care of the materials given.

5. End of Class Procedure:
   · Wait for dismissal from the director (the bell does not dismiss class.)
   · Quietly put away folders and music.
     · Straighten chairs on risers.
     · Return to seats and await bell.
Concerts and Outside Performances
Chorus is a team effort! It is essential that absolutely everyone participate in public performances. The absences of just a single member can be detrimental to the performance of the entire group. All Concerts will be counted as 5 grades; Proper Attire, Warm-up, Attendance, Behavior (for the ENTIRE CONCERT), and Performance. Excused absences include severe illness (or contagiousness) of the student with a doctor’s excuse or death in the immediate family. Please try to avoid making travel plans during a scheduled concert as these will NOT be excused. In all cases, PLEASE try to contact a director BEFORE an excused absence occurs if at all possible.

Concerts Include:
1. All Choir Students – Veteran’s Day, Christmas and End of the Year Concerts
2. Beginning and Intermediate – In addition to the above – District and State Assessments if determined by the director, All-State, Honor Chorus, and Solo & Ensembles students choose to participate in.
3. Advanced – In addition to the above – District and State Assessments, All-State, Honor Chorus, and Solo & Ensembles students choose to participate in. (All students in advanced chorus are required to audition for Honor Chorus).

Concert Etiquette
Audience Members are encouraged to follow the following standard for formal concert behavior:

1. Refrain from talking during the performance.
2. Remain Seated for the entire concert if at all possible. If it is absolutely necessary to leave your seat or return to it, please do so only between songs during applause, as to not disturb the other listeners.
3. Please wait to re-enter the auditorium until the performing group has finished the selection.
4. Applause is the only appropriate form of expressing appreciation. A good rule of thumb is to wait until the director lowers his/her hands to indicate the end of the piece.

Please eliminate disruptions by turning off/silencing cell phones and other electronic devices. Please refrain from texting during the performance. Bright screens are very distracting to performers. Please try to keep small children quiet and seated.
Grading
Grades in chorus are determined by daily participation, bell-ringers, attending rehearsal, and performances of the chorus.

Weekly Grades
Students start each weekly grading period with a total of 100 points. Students will keep these points as long as the following expectations are met:
1. Be on time to every rehearsal, sectional, or performance with music, folder, pencil, etc.
2. Retrieving and placing folder/music in its proper place.
3. Keeping the care of the music folder and music while also keeping their spot free of garbage.
4. Following the dress code at all performances inside and outside of school.
5. Do not chew gum, eat, or drink in the chorus room or during performances.
6. Participating for the WHOLE class time and during performances. This means singing during warm-ups, sight-reading, and repertoire; always sitting or standing with correct posture.
7. Following all rules and regulations found elsewhere in the handbook.

Point Deductions
When students violate any of the above rules, 5 points will be deducted from their weekly grade. This is increased to 15 points during performances. Each week students receive 100 points (20 points per day). The director will be using the school’s 7-point grading scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Score</th>
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<tbody>
<tr>
<td>A</td>
<td>93-100</td>
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<tr>
<td>B</td>
<td>85-92</td>
</tr>
<tr>
<td>C</td>
<td>77-84</td>
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<tr>
<td>D</td>
<td>70-76</td>
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<tr>
<td>F</td>
<td>Below 69</td>
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Grading Procedures
Student Grades will be organized in the following categories:
   Weekly Participation Grades (100 points)
   Written Assignments/Bell-ringers (100 points)
   Performance Grades (100 points)
   Vocal Assessment/Practice (100 points)
**Participation**
Daily participation is the key to success of the individual and the group. Failure to participate will result in a daily participation grade of an F. Without participation from the individual, instruction and practice cease to exist. It is the role of the student to be responsible for singing, paying attention, and sitting in the correct posture at all times. Students are expected to sing during warm-ups, sight-reading, and repertoire rehearsal. If a student fails to sing during any activity, 5 points will be deducted from their weekly participation grade.

Sickness and sore throats are common excuses given by students to not sing. Unfortunately, many students have abused this privilege. If your student is not feeling well, please write a note and send it with the student, specifically for chorus. This will excuse them from singing participation grades for the day. Students will still need to follow along and do as much as they can to not lose rehearsal time. As aspiring musicians, sometimes we must perform through sickness. Class time is the perfect place to practice in a safe environment. Please encourage students to keep singing unless it hurts. Most of the time, a sore throat does not affect the voice and one must learn to sing through this.

**Disruptive Behavior**
The director will try to handle discipline within the chorus in house. Many situations arise in the Chorus Class due to its unique environment making every situation different. If the director believes that a chorus student is being disruptive to the point that it is affecting his/her participation, the parent will be notified. Talking is the biggest disruptive and must be limited during class time due to the dependence on sound and pitch. The ear is very sensitive and as beginning musicians we are learning to rely on the sound of each other’s voices for pitch. Talking disrupts this. Horseplay is not permitted in the classroom. Many injuries can result from this due to the amount of equipment and risers in the chorus classroom. Any student found breaking equipment will be held liable for the cost of the equipment. We take this very seriously so please stress to your student to not touch what doesn’t belong to them. If a student’s behavior is habitual and takes away from rehearsal, the students will be dismissed from the chorus class. If the behavior does not change, the student will be switched out of chorus. Our time is limited and only students who want to be in chorus should take the class. If a student is not contributing to the group, then they should rethink their decision to join chorus. I expect the best and therefore only want the best from each and every student.
Attendance – Absentee Policy for Chorus Rehearsals

There must be individual achievement if there is to be achievement in our music ensembles. The progress of each student will reflect in their performance of the groups in which he/she sings, and they in turn will act as his/her benefactor in providing him/her with an outlet for his/her expressive talent and a basis for the furtherance of his/her appreciation. The greatest single factor that will determine the success of any individual is attitude. Students should use two words – “I WILL.” It takes intense dedication to reach goals. Students should learn to discipline themselves to a daily practice foundation in achieving this success.

Because of the nature of the organization, chorus discipline must be strict. Choir students and parents must be willing to accept the ideals, principles, and discipline: but let us define discipline for the purposes of this document. Discipline is order. It is also many other things, but primarily, it is order. There is an order to all things physical and material, as well as in all things spiritual or intellectual. With orderliness comes attainment of things worthwhile. To implant these ideals of order and discipline in the minds of chorus members is to lay the foundation both for good musicianship and good citizenship.

Consider order from this standpoint: our chorus is performing a simple melody. We have 100 singers, each of whom must correctly perform approximately 500 notes, which makes for a total of 40,000 notes to be performed. Any one of those notes could be sung too long or short, too early or late, too loud or soft. In addition, the notes must be sung in the proper frequency in relation to the other notes of an individual person, as well as in relation to all the other students.

It is impossible to sing well seated or standing next to a person who is singing poorly. In a geometry test, a person getting all wrong answers will not affect the person in the next chair. This is not the case in a performance organization. No amount of good sounds will cover a bad one. This is why attendance at rehearsals and performances are of prime importance to all chorus members. What one person does or fails to do will affect how other members perform.

Because of the uniqueness of a school performing group, attendance at all performances is a requirement for admission to the organization. The attendance policy applies to all members equally.
Excused Absences:
1. Illness verified by a doctor’s note. Regular doctor visits (dentist, health check-up, eye, etc. are considered unexcused)
2. Death in the Family. A family emergency or accident.
3. Unusual circumstances verified by a note from a parent, such as an illness that does not require a doctor’s care, yet serious enough to cause an absence.

The choir director must be notified of any “once-in-a-lifetime” opportunity two weeks prior to the absence. It is the choir director’s decision whether or not an absence is deemed a “once in a lifetime” opportunity and is determined on a “case-by-case” basis. Students are not allowed to miss competitions, Music Performance Assessments, the Christmas Concert, or the Spring Concert for “once in a lifetime opportunity”.

With any excused absence, a note from the doctor or parent must be turned in to the choir director the following day after the absence. The student or parent must contact the choir director prior to the absence to inform the director that the student will be missing from rehearsal.

Each unexcused absence from an after-school rehearsal may result in a 30-point deduction from the weekly grade for that 9 weeks period. This grading policy also applies to the letter grade deduction, students that miss full ensemble rehearsals can be removed from the performance, leading to an unexcused absence. An unexcused absence from a performance will result in a “0” for all 5 letter grades.

(Please reference CPSB Policy regarding performing groups (IFCB-PA, Revised October 7th, 2008.)

Electronic Devices
All electronic devices must be turned off (not on silent) during all rehearsals and public performances. Students caught violating this policy will have their device confiscated. Students are not to use electronic devices on school bus trips UNLESS told by the director or chaperones that it will be permitted. They will be allowed to call home when we are approaching W. W. Lewis at the end of the trip, after normal school hours.

Electronic Device Confiscation: (recorded by year) (Out of school activities only)
• 1st offense - device returned at the end of activity
• 2nd offense - parent must retrieve the device from director
• 3rd offense - 50 pts off weekly grade/parent picks up the device
• 4th offense - device turned in to school; CPSB policy enforced.

Any student refusing to surrender device will forfeit above stipulations and CPSB policy will be enforced. (4th offense procedure)

W. W. Lewis Middle School
Choral Handbook
Field Trips/End of the Year Trip

Students will have several opportunities to travel for performances this year. When desired, members of the LMS Chorus may take a trip to an amusement park (or some other amusement-type place) as a reward for their efforts in the LMS Chorus Program. Earning the privilege to attend this trip begins now. To participate in this annual trip and field trips, chorus members must meet the following requirements in every year that the student is a member of the LMS Chorus:

1. Attend all scheduled performances in the group(s) in which the student is a member unless the absence is excused, or is related to official school business, as noted in the LMS Chorus Guidelines (i.e. illness, death in the family).
2. Wear the proper attire at all performances.
3. Attend all auditions and festivals for which they sign up OR are required of them (i.e. Honor Chorus, Solo and Ensemble) unless the absence is excused as noted in the LMS Chorus Guidelines.
4. Meet the established minimum fundraising requirements OR submit their Chorus Dues by the given deadline. All accounts must be settled before purchasing a ticket.
5. The student must not fail any 9-week period in choir.
6. Be in good standing with other teachers and administration including grades, behavior, and suspensions.
7. The director is given the ultimate decision as to whether a student may participate in a field trip. If he does not feel the student is capable or trustworthy to attend, that student is ineligible.

Proposed Trips for this Year Include:
- Fall/Spring Elementary Tour
- Prien Lake Mall Holiday Concert/Ballet Performance
- Broadway Musical Trip with Sulphur High School
- Annual Kemah Trip
- Annual Spring Reward Trip
Medical Forms
All members of the W. W. Lewis Middle School Chorus Program MUST have a current medical form on file in the choral office. Students may not travel outside of the parish until a form has been received and filed. This is to protect the student, parent, and director in case of medical emergency. These forms are located pages

VERY IMPORTANT: Any student who takes regular, prescription medication outside of normal school hours still MUST HAVE a medical packet on file to receive medication. The director is certified to dispense medication, but all CPSB guidelines will be adhered to for dispersing of medication. Medical packets are available online at www.cpsb.org, or you may get a copy in the band office.

ACDA Fall Vocal Conference
November 1-3
Hilton New Orleans Riverside
www.LAACDA.org

Children’s All-State Choir (Grades 4-6)
The ACDA Children’s All-State Choir is comprised of approximately 150 singers in 4th through 6th graders from across the state of Louisiana. The chorus sings selections chosen by a nationally acclaimed clinician, director, or composer. Students rehearse over the course of the weekend with the director and then perform as part of the Fall Vocal Conference. The children’s concert will be held at the First Baptist Church in New Orleans.

Youth All-State Choir (Grades 7-9)
The ACDA Youth All-State Choir is comprised of approximately 150 singers in 7th through 9th graders from across the state of Louisiana. The chorus sings selections chosen by a nationally acclaimed clinician, director, or composer. Students rehearse over the course of the weekend with the director and then perform as part of the Fall Vocal Conference. The youth concert will be held at the First Baptist Church in New Orleans.

All Choirs
1. Must sign up for an audition recording session with the director.
2. $10 Audition Fee
3. Must sing and record two scales (Youth) or “America” (Children)
4. Must sing and record the audition piece
5. Must be completed by the end of the day, Friday September 8th.
Rehearsals
The director will work with students as much as he can to prepare students for the audition and then for the chorus. Rehearsals for the audition piece will be held after school up until auditions. After students have been selected, sole responsibility will be on students to learn the repertoire to participate in the choir. The director will be available to help and will add rehearsals to the calendar closer to the conference.

McNeese State University is offering a Vocal Workshop to prepare students for All-State Auditions. This will be held August 25th, 2018 for 7th and 8th grade students auditioning for the Youth Chorus. Rehearsal times for this day will be 8:30 am until 10:45 am. Lunch will also be provided at 12:00 if students wish to wait. LMS Choral Department will be paying the fee for this event for any choral student wishing to go. However, if a student commits to the event and does not attend, that student will have to reimburse the Choral Department.

Commitments after Selected:
1. $75 Registration Fee
2. Hotel Cost (Highly suggest quad occupancy)
3. Food/Transportation for the weekend
4. Learn 4 pieces for the concert
5. Spend November 1-3 in New Orleans rehearsing and performing. This is a field trip and will be excused from school.
6. Have a great time learning from this highly rare opportunity!
7. Automatically accepted to the District V Honor Chorus without having to audition.
8. For any student who makes the choir and has financial needs, we will hold fundraisers to offset the costs. Scholarships may be awarded to cover the cost of the registration fee.
District V Honor Chorus
District V Honor Chorus is made up of Calcasieu, Cameron, Allen, Jefferson Davis, Beauregard, and Vernon Parishes. For over 50 years, the Vocal Music Teacher’s Organization has hosted an All-District Honor Choir in Lake Charles.

This Choir is comprised of the best singers in the six-parish district. All-State Choir members are automatically in the Honor Choir. You are the core of our District.

Singers wishing to audition for this choir who are not in the All-State Choir must report to:

F.K. White Middle School
1000 East McNeese Street
Lake Charles, LA 70607
Saturday, October 20
Registration starts at 8am
$3 audition fee

Singers chosen must:
1. Pay $25 tuition
2. Rehearse and learn 4 pieces during January/February
3. Spend February 1-2 working with the clinician
4. Miss School February 1 for rehearsal. (Excused absence)
5. Give concert on Saturday February 2 at MSU at 11 am

Solo and Ensemble
Students at W. W. Lewis Middle School are encouraged to perform solos and in small ensembles. Ensemble playing is ideal for improving musical awareness, balance, intonation, phrasing, etc. Solos benefit the performer by increasing self-confidence and encourage good tone and style. Sulphur High School hosts a local festival each year, usually in February. The Louisiana Music Educators Association State Solo and Ensemble Festival is held in the spring, usually on the first Saturday in May, for those interested. The cost of participation is usually $10. The covers the fee to participate and the Choral Department hiring an accompanist.
Fundraisers
This year, chorus will participate in two fundraisers. Each will occur at the beginning of a semester. In the fall, we will sell cookie dough and, in the spring, we will sell World’s Finest Chocolate bars. Upon receiving products, the student is responsible for paying or selling items. **Any items not sold are still the student’s responsibility to pay.** Revenue from these fundraisers can be used to offset fees and upgrade equipment or other items in the classroom. Items in need of current upgrade include sound equipment, keyboard, speakers, wall paint, risers, and sound shell. Money generated can also be used to buy class sets of iPads and/or laptop computers.

Classroom Supplies
Students will be required to purchase the following things for the classroom. These items will be used by the student everyday:

- **½ inch** solid black 3-ring binder with front and black plastic sleeves.
- 2-pocket folder (any color)
- Pencils (preferably mechanical for students to keep in their folder everyday)
- Kleenex, germx, or other office supplies (markers, pencils, etc.) are always appreciated

Office Depot® Brand INPlace® Heavy-Duty Easy Open® Round-Ring View Binder, 1/2", 100% Recycled, Black Item # 211159

$5.99 Sale (Save $1.50)
Student Officers
All officers are voted on by members and approved by the Choir Directors. They are appointed on the basis of how they have functioned in the organization up to the time of appointment. The Rebel Choir uses a “3 strikes, you’re out” rule. An officer receives a strike for NOT doing their assigned responsibility, or conduct unbecoming a Choir Officer. When they have accumulated 3 strikes, they are removed from office and replaced, if needed. Being an officer is a privilege, not a right.

All officers are required to audition and, if selected, participate in district honor choir. All officers must perform a solo for Solo & Ensemble Festival, if applicable. Failure to do so will result in three “strikes” and loss of title. Officers must “volunteer” for service projects, unless a reasonable excuse can be produced, and accepted by the director. Officers must assist in all Choir Program fundraising endeavors, even if they do not participate. Failure to do either will result in a “strike.”

The Choir Executive Council
The Choir Executive Council serves as representatives of the entire Choir organization and functions as their voice. The responsibility placed upon these officers is tremendous and the standard by which they are held is unwavering; they are the “Rebel Choir.”

President
The President is the leader of all choirs. This person is a qualified musician and leads by example. The President fosters cooperation and teamwork amongst all the sections and assists the director as needed. This office is reserved for an eighth-grade member with multiple years of experience, carries at least a 3.0 cumulative GPA, and must be endorsed by three teachers outside of the department.

Vice-President
The Vice-President is a qualified musician in their own right and leads by example. The Vice-President fosters cooperation and teamwork amongst all the sections and assists the directors as needed. This office is reserved for a member who has completed beginning choir, carries at least a 3.0 cumulative GPA, and must be endorsed by three teachers outside of the department.

Secretary
The Secretary is a qualified musician and leads by example. The main task of the secretary is to assist and support the executive officers through example setting,
teamwork initiatives, and accepting delegation of tasks. Even though responsibilities may not be visible, they are just as crucial to the success of the officer panel and the director.

**Treasurer**
The treasurer is a qualified musician and leads by example. The main task of the Treasurer is to assist the director in the handling of money. This student will be the medium between the director for fees associated with the choir.

**Librarian**
The Librarian manages the duplication, distribution, and usage of all music, forms, and related materials. The librarian is also responsible for maintaining the music library, cataloging new acquisitions, filing all other relevant materials, and conducts all music inspections with the Executive Council. A basic understanding of computers and cataloging will serve this officer well.

**Social Manager**
The Social Manager oversees the distribution of publicity for the choir. This job requires the use of social media, website building, and public relations with the school and community. Technology based and photography skills are needed to succeed in this position.

**Mentors**
Mentors are personnel who have demonstrated proficiency in playing fundamentals and serve as examples of proper execution for demonstrations, as well as instructors for members who experience difficulty due to poor technique or an extended period of absence. Mentors act primarily as musical consultants for sections of the choir; they observe and assess rehearsal segments, providing principals with feedback of strengths and weaknesses and inspire confidence and invigorate their sections through positive reinforcement.
Awards

The Rebel Choir Program strives to reward members for outstanding dedication and loyalty to the choir. Many choir members distinguish themselves as outstanding musicians, great student leaders and there are those that go “beyond the call of duty” in their service to the choir. Therefore, the choir recognizes the hard work and efforts given by these individuals of the choir by presenting the following awards annually:

The Director’s Award

The award is given to a choir member who has proven in the Rebel Choir Program. This is determined by the number of points accumulated throughout their middle school career to date.

*In order to achieve the Director’s Award, evidence must be proven that the student went above the call of just being in choir. An award points worksheet must be submitted to be in the running for the Director’s Award.

The 8th Grade Achievement Award

This award recognizes students who have dedicated all three years to choir in their middle school career. Students are recognized for their hard work and commitment at any level.

Other Awards

Awards are also present for participants in honors group, superior solo & ensembles performances, and other similar accolades.
## Director’s Award Points Worksheet

<table>
<thead>
<tr>
<th>Activity/ Achievement</th>
<th>Points Possible</th>
<th>Points Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parent Present at Parent Meeting*</td>
<td>2 Points</td>
<td></td>
</tr>
<tr>
<td>Attend approved summer camp</td>
<td>10 Points</td>
<td></td>
</tr>
<tr>
<td>ACDA All State (2 for audition, 6 for selection, 10 for participation) (MAX: 10)</td>
<td>2, 6, 10 Points</td>
<td></td>
</tr>
<tr>
<td>District V Honor Choir (1 for audition, 3 for selection, or 5 for participation) (MAX: 5)</td>
<td>1, 3, or 5 Points</td>
<td></td>
</tr>
<tr>
<td>Solo &amp; Ensemble – Participant</td>
<td>1 Point</td>
<td></td>
</tr>
<tr>
<td>Solo &amp; Ensemble - Superior Group</td>
<td>2 Points</td>
<td></td>
</tr>
<tr>
<td>Solo &amp; Ensemble - Superior Solo</td>
<td>3 Points</td>
<td></td>
</tr>
<tr>
<td>Other Music Accolades (w/ approval)</td>
<td>1 Point Each</td>
<td></td>
</tr>
<tr>
<td>Choir Support Officer</td>
<td>3 Points</td>
<td></td>
</tr>
<tr>
<td>Choir Executive Officer</td>
<td>5 Points</td>
<td></td>
</tr>
<tr>
<td>Private Lessons (regularly, 3 to 6 months)</td>
<td>5 Points</td>
<td></td>
</tr>
<tr>
<td>Private Lessons (regularly, over 6 months)...</td>
<td>10 Points +1 each month</td>
<td></td>
</tr>
<tr>
<td>Singing Assignments (100% completion)</td>
<td>5 Points</td>
<td></td>
</tr>
<tr>
<td>Perfect Attendance (choir classes/ rehearsals)</td>
<td>5 Points per semester</td>
<td></td>
</tr>
<tr>
<td>Honor Roll Report Card (All A’s &amp; B’s)</td>
<td>1 Point per Quarter</td>
<td></td>
</tr>
<tr>
<td>Banner Roll Report Cards (All A’s)</td>
<td>2 Points per Quarter</td>
<td></td>
</tr>
</tbody>
</table>

**Parent Signature:**

**Total points earned:**
Music Coalition
The purpose of the Music Coalition (Boosters) organization is to sponsor and support choir activities which enhance the welfare and advancement of the Rebel Choir and assist the choir, their leaders, and the directors as requested. The organization may sponsor fundraising projects in order to provide financial aid to the choir if desired. Membership in this organization consists of parents and guardians of the Rebel Choir students, choir directors, and as ex-officio members, the administration.

All parents are urged to participate in the organization. The choir is always in need of assistance, but the main purpose of the coalition is to provide parents of choir students with an opportunity to spend time with their students; to show their children that they support them and are wanting to take part in this activity that means so much to them. Those who support their students at home are good parents, those who support their students from the audience are boosters.

Coalition Officers

President
The president shall preside at all meetings of the organization, and its executive committee, and shall be an ex official member of all committees; shall appoint standing and special committees not otherwise designated; shall perform all other duties inherent to the office, and be liaison between Music Coalition and the Rebel Choir Director.

Chaperone Chair
The Head Chaperone chairs the chaperone committee and oversees the recruitment, training, and assignments of all chaperones; the chair works closely with directors regarding scheduling for all choir activities. They supervise other chaperones and students during performances and travel.
Chaperoning
The goal every year is to improve the way we do things; the level of performance and the expectations for every student in the program. The “Rebel Choir” has an excellent reputation wherever we travel. This is due first to the students and their understanding of what is expected of them and second to the chaperones who donate their time to supervise the students on each trip.

The Role of a Chaperone
A chaperone is part supervisor, part roadie, part nurse, part cheerleader, part encyclopedia, and part role model. The students need to know that you have their best interests at heart and that you are not just on a power trip. The students, while maybe not saying it aloud, will follow your example in how you deal with the other students, chaperones, audience members, and how you follow band policies. It takes a village...

Some things that the director has learned over the years are:
- A good chaperone sees everything without appearing to be spying on the students.
- A good chaperone is visible without crowding.
- A good chaperone while having the student’s best interest at heart, does not try to be the student’s best friend. There must be a adult/child relationship.

The following are some general rules for students and chaperones.
1. Coarse language or inappropriate talk is unacceptable.
2. Students are not allowed to eat in stands.
3. They are not to stop at the concession stand when making a restroom stop. (Other than during break.)
4. Alcohol, drugs, tobacco products, etc. are absolutely prohibited and situations involving such will be handled per the Calcasieu Parish School Board policies.
5. No hats while indoors.
6. Chaperones are not expected to make policies, but to enforce them.
7. Chaperones ARE NOT to discipline students.
8. Chaperones ARE expected correct student behavior that is outside choir/school policy.
9. Students disobeying the reasonable request of a chaperone will be referred to the director or assistant director.
10. One-on-one contact between adults and youth is not permitted, except in a professional counseling situation. In situations that require personal
conferences, such as a disciplinary conference, the meeting is to be conducted in view of other adults and/or youth.

11. All chaperones should restrict themselves to the same locations as the students.
12. Just like students, the image presented by chaperones and staff in regards to conduct and our appearance is extremely important. All chaperones and staff will dress appropriately. This means all staff and chaperones will wear our travel attire and wear it in a manner consistent with the expectations governing its appearance.

**Dealing with Students**

One of the most important things about dealing with students is that, except in extreme circumstances, you do not touch a student. Not only does this create a personal liability problem for you, but also the situation will be refocused on you and what YOU did wrong.

Never threaten a student, especially with something they know you cannot deliver. They will call you on it almost every time.

When possible call the student(s) by name. (We are not that big of an organization, give it time.) Do not call students by made-up nicknames or derogatory terminology. Statements like “hey shorty, get over here” will turn that student and others against you and hinder your influence.

Remember that there is always two(three) sides to a story and don’t fall for the line “Our instructors let us do that.”

When it comes to young couples, please utilize discretion. While this is a school function and the school policy about “No PDA” is in effect, this is an area where judgment must rule. Basically, if they are holding hands, pretend like you don’t see it. If it is an overt display of affection then warn them nicely about the policy. If the behavior continues, separate them if on the bus or “bust” them and place them with different chaperones.

Busted means that the student is to travel with the chaperone at all times. This is not supposed to be the fun spot of travel. If you are given custody of a student, you do not have to change your personality and become the most boring person on the face of the planet, but something close to that is desirable.
When performance times don’t allow a meal, snacks will be provided for the students. These snacks must not include chocolate, chili, melted cheese, or anything liquid with color.

**Medication and Medical Problems**
All medications must be dispensed by the director. Always put on gloves before treating wounds/bleeding or provide supplies and let student clean & bandage. This is for minor cuts and abrasions only; anything beyond this should be treated by trained professionals and reported to the directors for documentation.

**Useful tools**
1. Flashlight
2. Cell phone (with chaperone/director numbers).
3. MacGyver Box (medical kit)
   a. There are a lot of things in the medical kit that can be used to fix instruments, lyres, drums, and many other things.

**Overview**
No handbook can cover every single situation or question concerning a band program. If parents have questions or concerns, which are not covered or answered in this handbook, send an email to jordy.stanley@cpsb.org. If necessary, you may schedule an appointment to discuss your particular questions and/or concerns. There is a protocol for expressing concern about the chorus program and its activities. Please follow the steps below:

1. Make an appointment with the director via email at jordy.stanley@cpsb.org. Please feel free to make an appointment with the director regarding any concern or question, no matter how trivial. But please note that the director/staff will not be able to address concerns immediately before, after, or during a rehearsal or performance; the scope of his duties expands beyond the student schedule. Email accounts are checked regularly; please do not call personal cellphone numbers or use personal e-mail addresses belonging to the director, unless it a genuine emergency.

2. Should you feel the need to address the issue further, all concerns should be addressed to Mr. Dan Sylvest, Principal at W. W. Lewis Middle School, his door is “always open.”
The entire goal of the chorus program is to provide the best learning experience possible for our students. There are sacrifices which have to be made by all concerned. Your director is merely human and many may not always agree with the decisions he has to make. However, ALL decisions are based upon the following criteria in this order:

1. The welfare of the entire band program.
2. The welfare of the majority of the band.
3. The welfare of the individual student.

Nothing will ever be perfect. A good program takes years to develop and can be destroyed overnight by unfounded criticism. At best, it is sometimes difficult working with a large number of students, parents, administrators, and community officials, as well as meeting the rigorous performance schedules demanded by the W. W. Lewis Chorus Program; but with help and understanding we can work together to ensure that the members of the LMS Chorus have an amazing and successful year!
LMS CHORUS INFORMATION/ RELEASE
(All information is strictly confidential, and is only used for purposes related to participation in choir, consistent with CPSB policies, and protected under Louisiana and Federal law.)

Student name________________________________ T-Shirt Size__________ (Youth M- ) (please print) (Adult XXL)
Parent or guardian name ____________________________________________________________
Parent Phone Number (day) ________________ (evening)____________
Parent Email __________________________________________
Student Phone Number(s) (day) ________________________________
Student School ID: __________________________ Date of Birth: ____/____/_____ 
Mailing address ________________________________
_____________________________
Please attach a photocopy (front & back) of your medical identification card.
W. W. Lewis Middle School Chorus
Medical Information

List all known Allergies (food, medication, etc.) If none, so state: __________________________
____________________________________________________________________________________

List special medical problems, or concerns. If none, so state: __________________________
____________________________________________________________________________________

List any medications the student is presently taking and its purpose. If none, so state: ________
____________________________________________________________________________________

VERY IMPORTANT: Any student who takes regular, prescription medication outside of normal school hours still
MUST HAVE a medical packet on file to receive medication during a CPSB sanctioned activity. The director is
certified to dispense medication, but all CPSB guidelines will be adhered to for the dispersing of medication. Medical
packets are available online at www.cpsb.org, or you may get a copy in the choral office.

Has student had a tetanus shot with 5 yrs. (Y/N) ______ Date: _______________________________

In case of an emergency: (who to contact and phone numbers)
Name____________________________________ Cell Phone____________________________________

Home____________________________________ Work____________________________________

Other emergency numbers. (Please give names, relationship, and numbers)
1.____________________________________________________________________________________

2.____________________________________________________________________________________

Please fill this form out as accurately as you can. If any changes occur, please notify the
choir office ASAP. This is for the safety of your child. All information is kept strictly
confidential and only utilized in the event that genuine medical treatment is needed.

W. W. Lewis Middle School
Choral Handbook
W. W. Lewis Middle School Chorus
Consent for Medical Treatment 2018-2019

TO WHOM IT MAY CONCERN:
I, the undersigned, being the parent, legal next of kin, or the legal guardian of:

________________________________________
Name of Student __________________________
Date of Birth ____________________________

Hereby grant authorization to the Director (Jordy M. Stanley) of the W. W. Lewis Middle School Chorus, to obtain any emergency medical and/or surgical treatment and procedures from a physician or hospital emergency room physician on behalf of the above-named minor while attending any W. W. Lewis Middle School Chorus function when I am not present. This includes transport to a hospital by ambulance if deemed necessary. I also grant permission to administer over the counter medication as needed.

________________________________________
Signature of person giving consent __________________________
Relationship to Student __________________________

Type or Print Name __________________________
Date __________________________

Please check here if you have NO medical insurance coverage on your child __________
(Please Note: Depending on the nature of the activity, this may prevent your student from participating. Medical coverage is available for purchase through Calcasieu Parish School System.)

Financial Considerations

For and in consideration of emergency services and goods rendered by or through the attending physician/s, the undersigned hereby guarantees payment in full immediately upon receipt of the final billing.

Signature of Responsible Party____________________________________________________
(Same Person as Above)

Medical Insurance Carrier Information (Please Print)
Please fill out the following information if you do have medical insurance coverage on your child:

Insurance Carrier: ____________________________ Policy # ____________________________

Date of Birth: ____________________________ Group/Plan # ____________________________

Current Physician ____________________________ Ins. Carrier Phone ____________________________
W. W. Lewis Choral Department Contract

(Please initial each item, sign at the bottom, and return to choral office, completed, by Friday, August 24th to be allowed to participate in choral activities for 2018 - 2019 academic school year.)

1. I have read, understood, and am familiar with the expectations, procedures, rules and regulations of the W. W. Lewis Middle School Chorus Program, as outlined in this handbook, and agree to abide by them so long as I am a member of the 2018-2019 LMS Chorus.
   ______ (Parent’s Initials) ______ (Student’s Initials)

2. I have read and understood CPSB’s Act 837 & Photo Release Consent Form 1501 and I grant permission to Mr. Stanley to disclose my child’s personal information to the entities listed therein for the purposes stated, both contracted and noncontracted.
   ______ (Parent’s Initials)

3. I authorize this document to serve as a perpetual granting of permission for my child to travel in official capacity with the W. W. Lewis Middle School Chorus Program for the 2018 – 2019 academic year, as long as they are a member, or until rescinded by my written notification to the choral office.
   ______ (Parent’s Initials)

4. I have read, understood, and am familiar with the expectations, procedures, rules and regulations concerning concert attire and agree to provide my student with the necessary items for success.
   ______ (Parent’s Initials)

5. I understand that the use of a school music is a privilege; not a right. I agree to protect it and take care of it. Should it be damaged or fall into disrepair, due to negligence on my part, I agree to cover and assume all cost to restore or replace it, as determined by the director. I agree that no person other than myself will be allowed to use the music, and that I will return it to the school when requested by the Director.
   ______ (Parent’s Initials) ______ (Student’s Initials)

6. Please check one:
   ______ Yes, my child has permission to participate in all W. W. Lewis Chorus fundraisers for 2018-2019.
   ______ (Parent’s Initials)
   ______ No, I do not wish for my child to participate in any W. W. Lewis Chorus fundraisers. I understand this places the entire burden of responsibility for financial obligations upon myself.

____________________________________________________
Student Signature

____________________________________________________
Parent (Guardian) Signature

____________________________________________________
Student Name (Please Print Clearly)

____________________________________________________
Date

W. W. Lewis Middle School
Choral Handbook