

# The P-CEP Choirs

2023/2024 HANDBOOK



**Jennifer L. Neumann, *Director of Choirs***  
**Jonathan Lunneberg, *Associate Choir Director***

**Megan Dastick, *Student Teacher***

**Stephen Lynn, *Accompanist***

**Choir Room: 1400 Salem High School**

**Dance Studio: 1223 Salem High School**

**Choir Office: 734-416-7765**

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## From the Director of Choirs

Welcome to the 2023/2024 school year with the P-CEP Choirs! As always, we look forward to another wonderful year of teaching, learning, and music-making with you! We are excited to be back with you exploring and learning new ways to become better musicians in the classroom(s)!

I am the Director of Park Singers, Dulcissima, Parksmen, Chamber Choir and Madrigal Singers. I am fortunate to share the privilege of directing and teaching Park Singers and Dulcissima with Mr. Jonathan Lunneberg, and for this first semester, I am looking forward to having Student Teacher, Ms. Dastick from Oakland University on our team! Mr. Lunneberg will also continue teaching Allegro!, Encore!, and Middle School Orchestra with Mr. Michael Edwards and Mrs. Charlotte Collins at P-CEP.

We look forward to sharing many choir traditions with you, including collaborative musical experiences in the form of rehearsals and concerts in the newly renovated Gloria Logan Auditorium in Salem, working with visiting clinicians, and performing throughout the Plymouth-Canton Community. As usual, we are excited about returning to the MSVMA Choral Festival events, an exciting International Performing Tour to Ireland and more!

Get ready for a full and fun year of music and memory making with friends who become like family. We are excited you are part of the P-CEP Choir Program!

Sincerely,  
Jennifer L. Neumann



**\*\*\* REQUIRED \*\*\***

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2023/2024 P-CEP Choir Concerts  
Outside of School Hours:

**FALL CONCERT**

with the P-CEP Orchestras

October 25th, 2023 - 7:00 pm



**A WINTER'S SONG**

December 19th, 2023 - 7:00 pm

**A FESTIVAL CONCERT**

MSVMA Choir Festival is around this same time  
and required of all choir members

March 13th, 2024 - 7:00 pm

**SINGSATION**

May 14th, 2024 - 7:00pm



\*\*\* All concerts listed above are in the \*\*\*  
\*\*\* Salem High School Auditorium \*\*\*



# The P-CEP Choirs'

## Standards

### of

## Excellence

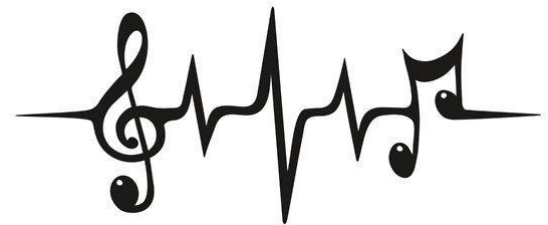
### **WE ARE A TEAM!**

The rest of your choir is depending on you for the following:

- ❖ To come to each rehearsal with a positive attitude about working hard
- ❖ To attend all rehearsals and performances required of your choir
- ❖ To come to class each day on time, wanting to sing and eager to tackle the task at hand: MAKING MUSIC!

### **General Choir Room Expectations:**

1. Feel free to come and visit us in the choir office, but:
  - a. always knock and wait to be acknowledged before you enter.
  - b. Be aware that we may be talking about confidential information and need privacy.
  - c. NO STUDENT SHOULD EVER BE IN THE OFFICE WITHOUT A STAFF MEMBER PRESENT.
2. The flow of a rehearsal is of the utmost importance. Without being able to smoothly connect one thing to the next, our ability to learn and grow as an ensemble is limited.
  - a. It is the student's responsibility to be aware of the ebb and flow of activities in rehearsal. That includes knowing when it is time to sing after the director has focused on another section, without disrupting the flow of musical ideas and sense of ensemble being developed.



- b. Listening to other voice sections rehearse is imperative in order to sing your own part and blend in a way that builds an ensemble's identity.
- c. You are to go to the restroom, get water, and take care of personal matters between classes. Bottled water from vending machines is to be purchased before or after class.
- d. If you absolutely need to go somewhere during class:
  - i. do not interrupt the rehearsal by:
    - 1. raising your hand to ask permission to leave
    - 2. drawing attention to yourself by walking across the middle of the room, between the teacher and the choir
    - 3. making loud noises by stepping loudly or scooting chairs on the risers
  - ii. use the cowbell as a pass
  - iii. return to class promptly
  - iv. do not get in the habit of leaving class every day



- 3. There should be no food and beverages (besides water) in the choir room.
  - a. You should have no beverages except bottled water at your seat during class or after-school rehearsals.
  - b. There should NEVER be a beverage of any sort on any piano. IF you see one on a piano, please remove it immediately. Pianos are musical instruments, not tables.
  - c. It is impossible to sing your best while chewing on food or gum. In fact, it is dangerous to sing while chewing, as you could potentially choke on your food or gum.
- 4. We may have students with allergies and we rehearse in close proximity to one another. Do not spray perfume, cologne, apply scented lotions, nail polish, or put on makeup in or immediately outside of the choir room. The scents from those types of items can make it difficult to breathe appropriately to support proper singing, even for those students without allergies. And for those students with allergies, those scents can cause reactions that endanger their health. Use your home or the school restrooms for personal grooming.
- 5. ALL choir students have access to the choir calendar through the calendar link at **[www.pcepchoirs.com](http://www.pcepchoirs.com)**. The choir calendar is regularly updated with concerts, events and other important dates. Resolve scheduling conflicts before they arise so we can all work together toward your success.
  - a. The best times to talk with your director regarding conflicts, setting up times for extra help, finding out about make-up work, etc. is during passing time or after school.
  - b. Contacting your director through email is another good option.

6. During the Covid-19 pandemic, all backpacks, books, and personal items are to be kept near your assigned seat.
  - a. they should be tucked next to your seat, not directly in front of you; this will allow you to easily shift between sitting and standing singing positions
  - b. the only items you need access to during class are your choir folder, a sharpened pencil, and a bottle of water
  - c. do not block doorways or walkways; allow other students to move past you to reach their own assigned seat
7. Your music folder and sheet music is your textbook in choir. If you lose or destroy your folder (\$15.00 each) or sheet music (\$2.00 each), our librarian will issue you an invoice with the total amount you owe for replacement of the materials.
8. Cell phones should not be visible or audible in any choral rehearsal during or after school. If it comes to a director's attention that a choir student has used a cell phone for any reason during a rehearsal, it may be confiscated. DON'T RISK IT! We have our own phones. We don't need yours.
9. As a P-CEP Choir student, you are a representative of the choir program, the school, and the whole district when you participate in choir activities. By representing the P-CEP Choirs in a positive and mature manner, you will further develop pride in your choral program. You are the biggest advocate for choral music in our community. Your attitude about your music, your directors, and your performances is a direct reflection of your directors and the program! We expect students in the choir program to be positive examples of appropriate, respectful, and inclusive behavior in all situations.

## **Attendance and Grading Policies:**

Grades are made up of:

Rehearsals/Participation  
Homework  
Quizzes/Exams  
Concerts



1. You are to be IN YOUR SEAT with your folder and pencil when the tardy bell rings. Multiple tardies may be reported to the appropriate Asst. Principal for assignment to detention, according to school policy.
2. Being tardy to an after school rehearsal or performance may result in a lowered grade for that "assignment," whether it is a participation or concert grade.
3. Poor daily attendance may affect your participation and performance grade in choir. It is impossible to make-up a rehearsal. Therefore, it is imperative that students stay healthy and come to school. Excessive absences may result in removal from the program.

4. ALL CONCERT AND FESTIVAL PERFORMANCES ARE A MANDATORY ELEMENT OF THE CURRICULUM! This includes any trips to choir festival or other off campus performances or competitions. Every member of a performing ensemble is vital to the ensemble as a whole.
  - a. Any performances that are added to the schedule throughout the year may be added as a graded performance in Mi-STAR.
5. To ensure fairness for all students, NO CONCERT ABSENCES WILL BE EXCUSED. Concert grades can be made up through an alternate assignment.
  - a. After missing a concert, the student is responsible for:
    - i. requesting a make-up assignment in the first class period following the missed performance;
    - ii. completing and turning in the assignment within two weeks to receive full credit.
  - b. Any cheating or plagiarism will result in a ZERO for the grade.
  - c. If the student does not request a make-up assignment or the assignment is not turned in by the deadline, the concert grade will be entered as a ZERO without another opportunity for making it up. When a test is missed in other classes, students are given an opportunity to make-up the grade; they are not simply given credit if their excuse is good enough.
  - d. Partial attendance will result in partial credit, without the opportunity to make up the rest of the grade.
6. As choir is a performance-based class, great importance is placed on the efforts and teamwork necessary to produce a quality choral experience. For that effort, students earn participation points each day. This grade is determined by the individual student's focus, teamwork and positive contribution to the rehearsal as demonstrated by completion of written work, being actively and positively engaged in rehearsal (even when not singing).
7. Choir students may be tested or quizzed on sight-reading, music theory, general music knowledge. Some tests are in written form, and others may be performance-based (or sung).
8. CHOIR CLASSES MAY HAVE WRITTEN WORK OUTSIDE OF CLASS. In addition to concert and rehearsal grades, choir students may have homework assignments. These assignments may consist of marking music, literacy, theory, test review, listening journal, etc.
  - a. Some written work may also be done in class. If an excused absence occurs on the day homework is assigned, the student is responsible for getting the missing work and turning it in the following day.





## **Concert Expectations**

We are very excited about this school year with the P-CEP Choirs! We have outstanding leadership in our upperclassmen singers, and our incoming freshmen have been trained by the best middle school directors around. Every singer is an important part of this team.

Our standards are very high in all of the choir classes. Our choir department prides itself on and is known throughout the state for:

- A curriculum of thorough MUSIC EDUCATION
- Singing with a healthy, mature, and supported TONE
  - A wide range of interesting, challenging, and entertaining REPERTOIRE
  - Students that can SIGHT-READ fluently

That being said, to remain in a performing choir you, the singer, will be required to do the following:

- Have excellent attendance
- Have excellent behavior in class, at rehearsals, performances, and on trips
- Be at EVERY REQUIRED CONCERT for the full duration of the concert

## **Concert Etiquette**

Your behavior while in the audience is just as important as your performance on the stage. We want to not only display respect for the performers and other audience members, but also be a model of proper concert etiquette for parents, friends, and other non-choir students that may not understand what is appropriate behavior for choral performances.

Proper concert etiquette consists of:

- ❖ Listening intently to the performance
- ❖ Remaining seated throughout the performance
  - If leaving your seat is necessary, do so between pieces of music
- ❖ Applaud and cheer enthusiastically, yet appropriately
- ❖ Keeping all phones or other devices turned off and put away
- ❖ Avoiding drawing attention to yourself or away from the performers on stage



## **Solo & Small Group Performance Opportunities**

Over the course of the year, we have several events that feature performances by choir students that don't fit into the regular choir curriculum. Any choir students are eligible to audition for these events and auditions may be held either during or after the school day.

These performances, like our Coffee House which is held in the Salem Cafeteria, feature students performing music they have chosen themselves. The repertoire might be pop, rock, musical theater, classical, choral, or even original songs. Some students sing along with a karaoke-type track. Some sing a capella. Some play instruments along with their performance.

## **Choir Spirit Wear Information**

The P-CEP Choir Department may have optional spirit wear (t-shirt, sweatshirt, hoodie, etc.) and to purchase. This spirit wear may also be worn at some informal concerts and other choir activities. Order information will be distributed when available. Any choir student, parent, or arts supporter may purchase any choir spirit wear.

## **Fundraising**

In order to facilitate all of the various activities and resources for the choir program, we do a variety of fundraisers throughout the year. We encourage all students to participate, although we understand that not everybody can participate in every fundraiser. There is no grade associated with fundraiser participation. And no students will lose out on opportunities due to a lack of participation in fundraisers. But obviously, the more students that participate, the more we are able to do as a choir program. Fundraiser details will be found on the choir website (accessible via the QR code, below).

## **Uniform Information**

Soon after the school year begins, the Choir Boosters will visit each class to assign appropriate length robes and take measurements of members of Encore!, Chamber Choir, and Madrigal Singers. Uniforms will be ordered by the Choir Booster and payment collected at the Choir Parent Meeting on September 13th at 7:00 p.m.

### **PARK SINGERS - ALLEGRO - DULCISSIMA:**

Black Robe with Colored Stole (provided by and kept at school), black slacks, black socks, closed-toe black dress shoes (purchased by student independently).

### **PARKSMEN:**

Grey Work Shirt (provided by and kept at school), black dress pants, black crew neck undershirt, black belt, black socks, black dress shoes (purchased by student independently).

### **ENCORE!:**

Tuxedo vest, straight tie (purchased by student via Choir Boosters), solid white or black collared dress shirt, and black shoes (purchased by student independently).

or

Black, knee-length dress (purchased by student via Choir Boosters) and black character shoes (purchased by student independently).

### **FESTIVAL SINGERS (Chamber and Madrigals):**

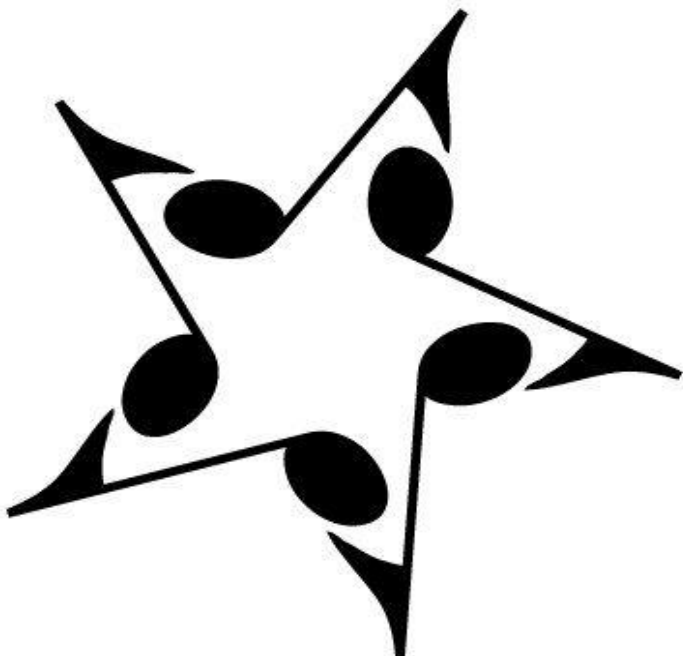
Tuxedo and shoes (purchased by student via Choir Boosters)

or

Black Dress (purchased by student via Choir Boosters), black closed-toed flats/dress shoes (purchased by student independently).

or

Black jacket and pants (purchased by student via Choir Boosters).



Your hair must be off your face during performances. The audience can't see your voice, so they connect visually to your performance by looking at your face.

Members of Allegro, Park Singers, and Dulcissima must have black pants (no jeans), with black hosiery (nylons/tights) or socks, and comfortable closed-toe black dress shoes for performances. Flip-Flops, sandals, or Crocs are not appropriate or allowed on stage. Jewelry is limited to small earrings and/or a watch. Necklaces and excessively large jewelry are not appropriate as it may disrupt the uniformity of the stoles.

## **Plymouth-Canton Choir Boosters**

The P-CCB is a 501(c)(3) organization that typically meets on the first week of the month in the choir room at 7:00 pm. All parents of choir students are welcome to attend and to lend their ideas, creativity, and support to our choir program! In addition, we are often in need of help with publicity, ticket sales, fundraising, and chaperoning students. Please consider lending a small portion of your time to help your student and the P-CEP Choirs. Meeting dates and times are published on the calendar at [www.pcepchoirs.com](http://www.pcepchoirs.com).



*Music*  
*is the voice of the soul*



**\*\*\*\* DUE SEPTEMBER 8th, 2023\*\*\*\***

**Parent/Student Information Form**

Student's Name: \_\_\_\_\_

Choir(s): \_\_\_\_\_

Student's Height: \_\_\_\_\_

Parent/Guardian's Name: \_\_\_\_\_

Parent/Guardian's Preferred E-Mail: \_\_\_\_\_

Parent/Guardian:

Do you wish to receive emails from the Plymouth-Canton Choir Boosters (Circle one):

**YES**

**NO**

**Please sign below to indicate that you have read the above information regarding choir policies related to classroom procedures, attendance, grading, uniforms, and out-of-school requirements.**

**Parent/Guardian:** \_\_\_\_\_

**Student:** \_\_\_\_\_