

Broken Arrow Public Schools Vocal Music Department Handbook



BROKEN ARROW HIGH SCHOOL

VOCALMUSIC

Justin Rosser – Director of Choral Activities
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Emma Cantrell – Associate Director of Choral Activities
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Daniel Taylor - BAHS Assistant Director
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Heather Corbit – Freshman Academy Choral Director
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Broken Arrow Public School Vocal Music Syllabus
2022-2023

CALENDAR

All dates are on the Vocal Music Choir Calendar and are available at our website www.BrokenArrowChoir.com. It is the responsibility of students and parents to remain informed about calendar events. Students must report scheduling conflicts by submitting an absence approval request via the website. **Five days prior submission** from parents or guardians is required, or conflicts will not be excused unless they are emergencies as outlined by Broken Arrow Public Schools district policy. Submitting a request does not guarantee approval.

INFORMAL UNIFORM - REQUIRED

Informal Uniforms are used for performances and other activities throughout the year. T-shirts are \$20.00 (XXL, XXXL additional \$2).

Please carefully complete the attached t-shirt order form, and return it with payment. Checks payable to BAABC.

FUNDRAISING

There will be a few fundraising opportunities to directly benefit your student's account.

- Adopt a Tiger 100% profit
- Butter Braids 43% profit

FEES PER CLASS

SHOW CHOIR	\$3100	per student
CONCERT CHOIRS	\$50	per student

FEE BREAKDOWN

Uniform Rental	Contest Entry Fees	Printed Materials	Technology
All State Entry Fee	Music Purchases	Clinician Costs	Licensing
Transportation Cost	Instrumentalist Fees	Substitutes	Professional
Arranger Fees			Memberships

Fees are required to participate in choir. Hardships will be considered.

Questions regarding student accounts should be directed to the BAHS Vocal Music Financial Secretary, Lisa Good. lsgood@baschools.org

CHOIR STUDENTS IN 9TH – 12 GRADES MUST TURN IN MONEY TO LISA GOOD AT BROKEN ARROW HIGH SCHOOL. CHOIR DIRECTORS WILL NOT TAKE MONEY FROM STUDENTS.

REHEARSALS AND GRADES

- Any student who is absent from a required rehearsal or performance will have his/her semester grade lowered one letter grade per missed rehearsal or performance unless the director has approved an absence. In grades 9-12, the student may lose the right to perform if an unexcused absence occurs.

- Rehearsal grades are given daily. Vocal Music is a performance based class. Any behavior that is distracting, unproductive, or off task will result in a zero for the day. This includes any cell phone use not authorized by the director.
- Students must be passing all classes in order to compete, travel, and leave school with choir. A passing grade is 60% or higher. Failure to attend any vocal music events due to ineligibility will result in the student losing privilege to participate in choir.
- Extra Credit Opportunity and Incentive: Attend any BAHS or BAFA Fine Arts performance or event and earn extra credit. Students must provide the director a signed program, agenda, or photo with a fine arts director. Each Extra Credit opportunity can recover 25% of a missed performance grade.
- Each performance is worth 10% of the semester grade. The Semester Final is worth 10% of the semester grade. The remaining percentage is for all classwork and rehearsals.
- Late work will only be accepted within the 9-week grading period that it was assigned. All work must be turned in the week before the end of that grading period. A deduction of 25% will occur for any late work.

FORMAL UNIFORM POLICY

Students will perform in a choir robe assigned by the uniform chair, and the robe will be turned in after each performance. Students must wear black formal dress shoes, black slacks or black skirt, and a black shirt under the choir robe. Garments worn under the robe must comply with BAPS dress code policies.

BULLYING, HARASSMENT, INTIMIDATION, AND THREATENING BEHAVIOR

Bullying, harassment, intimidation and threatening behavior includes, but is not limited to, any gesture, written or verbal expression, electronic communication, or physical act that a reasonable person should know will harm another student, damage another student's property or place another student in reasonable fear of harm to the student's person/ property. Broken Arrow Public Schools strives to ensure a safe environment for every student. If you have witnessed or received a report of a bullying situation, please provide information to our administrators so the district can take appropriate actions. All information provided will be confidential, and if you wish, you have the right to submit this report anonymously at www.baschools.org/StopBullying Please refer to the following Broken Arrow Public Schools Board of Education Policy link for more information on Bullying, Harassment, Intimidation and Threatening Behavior Policy. Policy 4050 | www.baschools.org/Policy4050

Please follow and like us at:



@BAHSshowchoirs



@bahs.show.choir.official

Instagram

NEW PHOTO SHARING SITE

To upload photos click on the "Choir Members Uploads" icon on the home page or go directly to <https://photos.brokenarrowchoir.com/Upload>. The upload page is password protected (practicedaily) all lower case. Once you are in you click the green "Click to upload BAFA/BAHS Photos" hyperlink. All the photos are downloadable for free. However, the site does still have purchasing options where you can have photos physically printed or made into photo gifts.

BROKEN ARROW ACCOMPANY BOOSTER CLUB (Choir Parent Association)

All Choir Parent Association activities must be solicited and approved by the director and must always benefit the program. The BAHS CPA has already created bylaws and organizational structure. Please watch for information about dates and times of BAHS CPA meetings. **This group is essential to the success of the department.** All parents are highly encouraged to participate and offer assistance. Some skills we are seeking are sewing, photography, fundraising, secretarial, and leadership. However, your participation, opinion, and support are paramount.

Accompany is a fundraising program designed to benefit, or *accompany*, both individual students and the program at large. Students who sell memberships to either individuals or businesses receive 50% of the membership dues in their student accounts while the remaining 50% is placed in the general choir department funds. You may find our brochure and membership application at www.BrokenArrowChoir.com. Please download these forms and help us incorporate our families and community into our choir activities.

CLASSROOM RULES

- Be polite.
- Be professional.
- Be prepared.

CONSEQUENCES

- Reduction in grade.
- Any cell phone use will result in a zero for the day.
- Conference with teacher and student.
- Parent conference.
- Removal from class and/or detention.

BEHAVIORAL VIOLATIONS - REMOVAL FROM CLASS

Behavior violations demonstrate a significant lack of judgment, are dishonest or disrespectful and/or disrupts the academic environment of the school day in a significant manner. This will result in removal from the program. Infractions include but are not limited to:

- Unexcused absence from class, rehearsal, or performance
- Nicotine, drug or alcohol use when on a trip
- Illegal contraband possession
- Physical or verbal violence toward classmates or staff
- Bullying, harassment, intimidation, and/or threatening behavior

Broken Arrow High School Vocal Music is a leader in the state of Oklahoma, and we are excited to continue this tradition of excellence. Your student's participation in our world class organization will benefit them for years after they graduate, and we look forward to being a part of his, her, or their high school experience.

We value the participation of our parents in all our functions, too. Please consider joining Accompany.

We look forward to serving you and your student,
BAHS Vocal Music Department
Justin Rosser, Director of Choral Activities
Emma Cantrell, Associate Director of Choral Activities
Daniel Taylor, BAHS Assistant Director
Heather Corbit, Freshman Academy Choral Director

Broken Arrow Public Schools (BAPS) does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following people at BAPS have been designated to handle inquiries regarding the non-discrimination policies: The Executive Director of Human Resources should be contacted for all non-student and/or employment related issues at 918-259-4300; The Director of Student Services should be contacted for all student issues except those related to Title II of the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 at 918-259-4540. Inquiries concerning non-discrimination can also be made to the United States Department of Education's Assistant Secretary for Civil Rights.

Our calendar of events can be found at www.brokenarrowchoir.com

**Acknowledgement of Receipt of Handbook
2022-2023**

Return by Tuesday, August 30th, 2022

Student:

I have read and will abide by the policies and procedures for Choir outlined in the BAHS Vocal Music Handbook.

Student Name

Student Signature

Parent/Guardian Name

Parent/Guardian Signature

Contact Information – Communication is key when you have a busy student who is in a performance-based program. We are using a system that will allow parents and students to enter information such as cell phone numbers, email addresses, physical mailing addresses, emergency contact information, etc. as well as detailing financial information for each student including payments, fundraiser, fees, etc.

Please log into www.charmsoffice.com and update your information.
Your login is: (unless you are a returning student with an existing account)
Log In: brokenarrowvocal
Password: [student's ID#]

BROKEN ARROW PUBLIC SCHOOLS

Talent Release

I, _____, hereby give my permission to Broken Arrow Public Schools to video tape, photograph, make a voice recording, or motion picture of me, or of my minor child, _____, to be used in connection with an educational television program or subsequent visual or audio presentation.

I understand and agree that this will become the exclusive property of the Broken Arrow Public Schools, and that I am to receive no compensation or remuneration for my participation, or that of my child.

Signed _____
(Subject, Parent, Guardian)

Date _____

STUDENT T-SHIRT ORDER FORM

*****CHECKS PAYABLE TO BAABC*****

STUDENT NAME

SHIRT SIZE (LIST QUANTITY PURCHASED)

___ **SMALL \$20**

___ **MEDIUM \$20**

___ **LARGE \$20**

___ **XLARGE \$20**

___ **XXLARGE \$22**

___ **XXXLARGE \$22**

TOTAL PAID _____

PARENT SPIRIT T-SHIRT ORDER FORM
(this shirt will look similar to student shirts)

*****CHECKS PAYABLE TO BAABC*****

PARENT NAME

SHIRT SIZE (LIST QUANTITY PURCHASED)

___ **SMALL \$20**

___ **MEDIUM \$20**

___ **LARGE \$20**

___ **XLARGE \$20**

___ **XXLARGE \$22**

___ **XXXLARGE \$22**

___ **XXXLARGE \$20**

TOTAL PAID _____

I give my child permission to drive their own car to the BA PAC from BAHS during school hours.

Parent Signature

**Broken Arrow Public Schools Activity Permission
For Freshman Academy and High School Students**

My student, (Name) : _____
Last First Middle

has permission to participate in all practices, performances and other related activities of _____

Note: Schedule of all activities must be attached

Sponsor _____ Cost Estimate _____

Note: Final cost amount will be announced when determined

Special Instructions _____

Parent/Guardian/**First contact** _____ Relationship: _____

Phones: (H) _____ (W) _____ (cell/other) _____

Parent/Guardian/**Second contact** _____ Relationship: _____

Phones: (H) _____ (W) _____ (cell/other) _____

Other emergency contact _____ Relationship: _____

Phones: (H) _____ (W) _____ (cell/other) _____

Health History

Physician: _____ Phone _____

Insurance: _____ Policy Number _____ Group number _____

Does your student have any potentially life threatening allergies, medication or other? (If yes, please list) _____

Does your student have any chronic or significant health problems, or any physical limitations? yes/no (If yes, please explain) _____

Does your student currently take any medications? yes/no (If yes, please list) _____

Authorization for Treatment

I hereby authorize any physician, surgeon, or dentist on the medical staff of Saint Francis Hospital at Broken Arrow or nearest medical facility to administer any emergency treatment, procedure or medicine necessary and advisable. I also authorize the use of an ambulance, if necessary, to transport my child. I further agree to pay for all services provided for my child. If this is not satisfactory, please list specific emergency instructions in the event that you cannot be reached.

Complete both sides and sign back of form

Medications

Self Administered

Students may carry and self-administer over the counter medications which are listed below and are in compliance with the following policy statements:

All medications must be in original containers correctly labeled by the pharmacy or manufacturer. Medications (including over the counter medications) may only be taken as specified on the label or by written physician instructions.

Controlled substances and cold, sinus, and/or cough medications must be administered by Broken Arrow Public Schools personnel and may not be carried by students on activity trips.

Students who carry medications are responsible for the safe guarding of those medications. Employees of Broken Arrow Public Schools will not be responsible for monitoring administration, effects, custody, disposal, or any other aspect of student carried medications. These responsibilities rest with the students and their parents/guardians.

Medications may not be shared with any other person.

List any medications for which you give permission for your child to carry and self-administer: _____

School Personnel Administered

Broken Arrow Public Schools personnel will administer prescriptions and over the counter medications which are listed below and are in compliance with the following policy statements:

All medications must be in original containers correctly labeled by the pharmacy or manufacturer. Medications (including over the counter medications) may only be taken as specified on the label or by written physician instructions.

Controlled substances and cold, sinus, and/or cough medications must be administered by Broken Arrow Public Schools personnel and may not be carried by students on activity trips.

All medications that are not to be administered by Broken Arrow Public School personnel must be given to the sponsor or person designated for medication administration prior to departure on the activity trip

List any medications that are to be administered by school personnel.

Name of Medication	Dose/amount of Medication	Enter time to be given or "Upon request"
_____	_____	_____
_____	_____	_____
_____	_____	_____

Note: Supplements and/or non FDA approved medications may not be taken by students while on activity trips without written instructions from a physician. (M.D. or D.O.)

Over the Counter Medications

School personnel are not allowed to supply or administer over the counter medications.

Signature of Parent/Guardian: _____ Date _____
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