

# Einstein Middle School – Appleton, WI

[einsteinchoirs.wikispaces.com](http://einsteinchoirs.wikispaces.com)



## Choir Handbook

2014-2015

Ms. Jaclyn Kottman

Choir Teacher

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*“Music gives a soul to the universe,  
wings to the mind,  
flight to the imagination,  
and life to everything.”*

~ Plato

# Welcome to the Einstein Choirs!

If you are a returning singer, welcome back to another great year! If you're new to our program, welcome to the Einstein Choir team! This year is going to be full of exciting opportunities to make and share music together.

We will be reaching out to parents to help make the magic happen both inside the classroom and out in our community. Parents, please consider supporting our music program and your student through involvement with The Einstein Music Parents Organization (TEMPO).

Please feel free to connect via email, phone, or in person with any questions. Utilize our choir website - [einsteinchoirs.wikispaces.com](http://einsteinchoirs.wikispaces.com) - to stay updated on homework assignments, upcoming concerts (both for our choirs and other local performances), and general information throughout the year.

We have a wonderful year of singing ahead of us!

~ Jaclyn Kottman, Einstein Choir Teacher

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## 2014-2015 Einstein Choirs Performances

Date	Event	Who	Where & Wear	When
Tuesday, Nov 11*	Veterans Day Assembly	Einstein Choirs	Einstein Gymnasium - music polo, pants (no leggings) or skirt	8:00am
Tuesday, Dec 9*	Einstein Music Showcase	Einstein Music Department (Band, Choir, and Orchestra)	West HS Auditorium - black on black	7:30pm
Thursday, Feb 19	PASTA Night	Einstein Music Department (Band, Choir, and Orchestra)	Einstein Cafeteria - dress nicely	5-8pm
Saturday, Feb 22	Solo & Ensemble	Optional (additional fees necessary for participation)	Appleton East HS - dress nicely	TBA (daytime)
Tuesday, Mar 24*	Northside Choral Festival	7 <sup>th</sup> Grade Choirs with North HS Choirs	Lawrence University Memorial Chapel - black on black	7:00pm
Thursday, Mar 26*	Classic Hits Concert	8 <sup>th</sup> grade Choirs	Einstein Auditorium - music polo, jeans	7:30pm
Tuesday, May 15*	Spring Choral Concert	Einstein Choirs	North HS Auditorium - black on black	7:30pm

***“black on black”***: Einstein Music polo shirt, black pants (no jeans, leggings, or yoga pants) or black skirt (with solid black leggings or tights), black socks, black dress shoes. Further details regarding concert attire can be found on page 4

**Attendance at performances with an asterisk (\*) is a requirement for this course.**

# Expectations

**Respect** – for all people in and outside of our room, for our shared space, for our shared time, and for the music we make together.

## **Our choir is a team.**

In order to make music together, we must act, speak, and sing with respect. Treat others how you would want to be treated.

### ♪ **Be prepared:**

#### Mentally

- Bring your best self into class from the moment you walk through the door. Enter the room with a can-do attitude and a readiness to learn and sing!
- Be real, be honest. When you're having a rough day, let Ms. Kottman know before class begins, and "check it at the door" if you can!

#### Physically

- Be in your seat and ready to go with your materials (folder, pencil) when the bell rings.
- No food, gum, or drinks other than water. This is primarily for your own safety.
- Go to the bathroom during passing time. Come into the Choir Room prepared to stay for a full period of music-making.

#### Vocally

- Recognize that others in the class are also here to learn and sing. Be aware of how you're using your voice during class (from the moment you enter the room) and adjust your volume appropriately to be respectful of others.
- Be aware of your vocal health. Every singer is essential to this team! If you're sick or losing your voice, drink lots of water, do some low humming, and try to rest your voice by not talking as much as possible. Whispering is worse for you than speaking!

### ♪ **Contribute in positive ways.**

- Share your ideas and your voice! Make our music meaningful; make it your own.
- Support your teammates. Singing can be really scary! We will not be successful unless we support one another at all times. This includes appropriate participation and positive attitude in classes and attending all concerts in the correct attire, ready to sing.
- Take risks in your music-making and make mistakes! Learn from them. Do not discourage another person in ANY WAY when he/she makes a mistake.
- Celebrate success – your own and the successes of our team!

# Concert Attire

When we perform in professional concert attire, we show respect for each other, our music, and the work we have done to prepare for our performance. In dressing professionally, we are telling the community how proud we are to be singing together and to be representing Einstein Middle School.

## Ladies:

- Einstein music polo shirt (information on the back page)
- Black bottoms: nice black pants (no jeans, leggings, or yoga pants) or black skirt with solid black leggings or tights.  
Skirt length must meet school dress code expectations.
- Black closed-toe shoes: be able to stand comfortably and move quickly and easily!
- Hair should be out of face/eyes

## Men:

- Einstein music polo shirt (information on the back page)
- Nice black pants (no jeans)
- Black socks, black dress shoes
- Hair should be out of face/eyes

If you anticipate an issue with the concert attire, please contact Ms. Kottman as soon as possible so we can work together to plan ahead!

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# Concert Etiquette

We will encourage an atmosphere of professionalism and respect at concerts. Please share the following with your concert guests as they attend our performances to support the Einstein Choirs.

We will ask our audience members to please:

- be on time to our concerts.
- stay for the entire performance.
- keep cell phones and other electronic devices off during the concert.
- refrain from using flash photography.
- respect all performers through attentive listening and appropriate applause after each piece.
- help teach young children appropriate concert etiquette by reminding them to listen quietly and escorting them out of the auditorium between selections, if needed.
- enjoy the music we are proud to share!

# Local Concert Attendance and Reflection

We are so fortunate to live in a community full of opportunities to soak up fantastic music! Attending concerts can teach us about our world, inspire us as developing musicians, sustain the arts in our community, and encourage us to think about the very important role that music plays in our lives. With strong music programs in the Appleton high schools, a state-of-the-art Performing Arts Center downtown, a renowned music conservatory on College Avenue, and many fantastic music programs at surrounding colleges and universities, Appleton is a unique place to experience music at a high level.

Part of your Concert Attendance and Participation grade each semester will include completing the following assignment:

- ♪ **Attend two choral concerts this year**, either in person or via an internet webcast. The concert must include at least one choir with singers in 9<sup>th</sup> grade or above.
  - Live performances can sometimes end pretty late at night. If you choose to attend a concert in person you may leave at Intermission, though we encourage you to support the performers by staying for the whole concert!
  - If you attend a concert with school (ie: 8<sup>th</sup> grade trip to see Holiday Classics; 7<sup>th</sup> grade performing in the Northside Choral Festival) and turn in your reflection, this can count as one of your two concerts.
  
- ♪ **Write a one page reflection paper** on your experience at the concert and turn in to Ms. Kottman (paper prompts with further details are in the Choir Room).
  - You may attend the concerts and turn in your paper at any time over the course of the year, as long as you have attended at least two by the end of Quarter 4.
  
- ♪ **Bring in a copy of the concert program** and turn in to Ms. Kottman.
  - If you choose to “attend” a concert via an online webcast, a note written and signed by your parent/guardian confirming that you watched the performance will count as your program.

**This assignment is worth 200 points at the end of the year.**

**50 points** per concert attendance (as verified by the concert program or a parent note)

**50 points** per concert reflection paper (turned in to Ms. Kottman)

You can earn 10 extra credit points (up to 20 points per quarter) for every additional concert that you attend in person. To earn extra credit, you must stay for the whole performance, write a reflection paper, and bring in the concert program.

**A schedule of local choral concerts (Appleton high schools and at the Lawrence Conservatory of Music) can be found on the back of this page. Other concerts with local ensembles or schools will be posted in the choir room and on the wiki page ([einsteinchoirs.wikispaces.com](http://einsteinchoirs.wikispaces.com))**

**The Lawrence Conservatory webcast archive can be found at:**

**<http://143.44.200.14/conservatory/webcasts/library>**

# AASD High School Choral Concerts 2014-2015

Date	Time	Concert/Ensemble	Location	Notes
October 14	7:30 PM	Eastside Choral Festival (East, Madison, and elementary Choirs)	Lawrence Memorial Chapel	
October 16	7:30 PM	North Choir Concert	North Auditorium	
October 30	7:30 PM	West Choir Concert	West Auditorium	
December 17-18	7:30 PM	Sounds of the Season (East Choirs)	East Auditorium	
December 17-18	7:30 PM	Holiday Classics (North Choirs)	North Auditorium	All 8 <sup>th</sup> graders will be attending a matinee performance of "Holiday Classics" during the school day. <b>This can count as one of your two concerts.</b>
December 19	5:00 PM 8:00 PM	Holiday Classics (North Choirs)	North Auditorium	
January 26	7:30 PM	West JV Choirs & Orchestra	West Auditorium	
January 29-30	7:30 PM	West Orchestra & Kantorei (Choir)	West Auditorium	
March 12	7:30 PM	East Choir Concert	East Auditorium	
March 24	7:00 PM	Northside Choral Festival (Einstein 7 <sup>th</sup> grade and North Choirs)	Lawrence Memorial Chapel	7 <sup>th</sup> grade choirs will be performing in this concert with the North HS Choirs. <b>This can count as one of your two concerts.</b>
May 20-21	7:30 PM	Earthtones (North Choirs)	North Auditorium	
May 20-21	7:30 PM	East Choir Concert	East Auditorium	
May 27	8:00 PM	West Choir Concert	West Auditorium	

# Lawrence Conservatory Choral Concerts 2014-2015

Date	Time	Concert/Ensemble	Location	Price
October 10	8:00 PM	Lawrence University Choirs	Lawrence Memorial Chapel	Free
November 14	8:00 PM	Lawrence University Choirs	Lawrence Memorial Chapel	Free
February 6	8:00 PM	Lawrence University Choirs, Wind Ensemble, and Symphonic Band	Lawrence Memorial Chapel	Free
February 28	8:00 PM	Lawrence University Choirs	Lawrence Memorial Chapel	Free
April 24	8:00 PM	Lawrence Choirs and Symphony Orchestra: <i>St John Passion</i> (by J.S. Bach)	Lawrence Memorial Chapel	Free
May 29	8:00 PM	Lawrence University Choirs	Lawrence Memorial Chapel	Free

**To watch concerts online, go to the Lawrence Conservatory webcast archive:  
<http://143.44.200.14/conservatory/webcasts/library>**

# Grading

## 40% Rehearsal Participation (Classes and Resource rehearsals)

- Attending all classes and rehearsals for your ensemble.
- Actively upholding and supporting class expectations
- Actively and appropriately participating in class with your full attention and full voice
- Actively contributing to the class by sharing your ideas and perspectives, and asking great questions
- Actively staying aware of how your actions and attitude are affecting the class or others around you, and making appropriate adjustments to your behavior when asked or encouraged to do so.

## 30% Concert Attendance and Participation

- Participating appropriately in Dress Rehearsals
- Arriving on time to every concert in the correct clothing and with a positive attitude
- Doing your part to maintain a focused, excited, and calm atmosphere before the concert begins
- Singing and acting appropriately during the performance in a way that best represents yourself, your family, and our school.
  
- Completing two *Local Concert Attendance and Reflections* by the end of the year (information on page 5)

***\*Attendance at and active participation in all concerts listed with an asterisk in this handbook is a course requirement. If you anticipate an issue with any of the concert dates, please contact Ms. Kottman as soon as possible.***

## 20% In Class Assignments

- Independently completing in-class work, as assigned.
- Giving your best effort in our music literacy curriculum.
- Asking questions or asking for help when needed.

## 10% Out of Class Assignments

- On-time completion of any assignments or quizzes (distributed in class or electronically via our website) outside of class, as assigned.
- Returning permission slips by the due date!

***Your grade on an assignment will drop by 6 points (half a letter) each class period that it is late.***





## Choir Handbook Contract

**Please return this signed page by Wednesday, September 17**

**Student:** I have read through the Einstein Choral handbook with my parent(s). In signing this form, I acknowledge that I understand the expectations as a member of the Einstein Choir Team, and that I will be held accountable for what is agreed upon in this handbook.

\_\_\_\_\_  
*Student Name (Please PRINT)*

\_\_\_\_\_  
*Student Signature*

**Parent:** I have read through the Einstein Choral handbook with my singer and have marked the concert dates on our calendar. In signing this form, I acknowledge that I understand the expectations to which my student will be held as a member of the Einstein Choir, and that he/she will be held accountable for what is agreed upon in this handbook.

\_\_\_\_\_  
*Parent Name (Please PRINT)*

\_\_\_\_\_  
*Parent Signature*

*An additional copy of this handbook can be found on our Einstein Choirs wikispace page.*

If you have any questions about the material in this handbook or the Einstein Choirs,

**please contact Ms. Kottman!**

Email: [kottmanjaclyn@asd.k12.wi.us](mailto:kottmanjaclyn@asd.k12.wi.us)

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→ Don't forget about the back! →

# TEMPO: The Einstein Music Parent Organization 2014-2015

***(All Parents/Guardians: please check one)***

I am interested in being on the TEMPO leadership team for the 2014-2015 school year.

Primary projects/responsibilities may include:

- Organizing post-concert receptions
- Volunteering and coordinating volunteers for concerts, Registration, field trips, PASTA Night, and other music events
- Designing and leading fundraising projects to benefit the Music program
- Collaborating with Einstein's music teachers to brainstorm ways to support and grow Einstein's music program so it can better serve our students and our wider community

Parent/Guardian email: \_\_\_\_\_

I am not interested in being on the TEMPO leadership team, but I would like to be on the TEMPO volunteer list for the 2014-2015 school year.

Parent/Guardian email: \_\_\_\_\_

I support the Einstein Music program, but am not interested in volunteering with TEMPO this year.

***(All Parents/Guardians: please sign below)***

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_



# Einstein Music Polo Shirts

Please complete this form and return to Mr. Grover, Mrs. Cummings, or Ms. Kottman with your payment of \$15 (cash or check).

***Due by September 17***

**Student Name:** \_\_\_\_\_ **Student Grade:**     7             8

**Student Ensemble (please circle one):**     Band             Orchestra             Choir

## **7<sup>th</sup> Graders ONLY** (please check one):

- My student does not have an Einstein Music polo shirt; we need to order one. (\$15)
- My student has an Einstein Music polo shirt from a sibling/friend/etc.; we do not need to order one.

*\*Please note: every student must have his/her own Einstein music polo shirt.*

## **8<sup>th</sup> Graders ONLY** (please check one):

- My student's polo shirt from last year still fits; we do not need to order a new one.
- My student's polo shirt from last year no longer fits; we need to exchange his/her current shirt for one of a different size. (\$0)
- My student's polo shirt from last year has been damaged or lost; we need to order a new one. (\$15)

## **ALL STUDENTS** (please check one)

### **Form of payment:**

- I/we have enclosed a check for \$15 made payable to Einstein Middle School.
- I/we have enclosed \$15 cash.
- My student is on Free/Reduced Lunch, please provide a shirt for my student.
- I/we would like to contribute an additional \$15 donation to provide an Einstein music polo for a student in need.

***Completed form and payment due by September 17***

Sizing for polo shirts will be completed during class time.