



VAIL YOUTH VOICES

Beginning
Choir Handbook



Find Your Voice
Esmond Station K-8
Tuesday Evenings 5:00pm-6:00pm
rebeccafrericks@vailyouthvoices.com
(520) 822-4032

Schedule

Cancelations: Rehearsals and concerts might be canceled due to health concerns surrounding COVID-19. In the event that this occurs, you will be contacted via email.

Semesters: Beginning Choir members have the opportunity to sing for two semesters in each school year. The first semester of rehearsals begins in August and ends in the last week in November or beginning of December. This gives parents a nice break during the busy holiday season. The second semester of rehearsals begins in January and ends the last week in April or early May. This schedule frees up May for promotion, graduation, and prom. For specific semester dates, check the Vail Youth Voices website at www.vailyouthvoices.com. At the end of each semester, Beginning Choir students get to show off their new musical prowess by performing in an exciting concert.

Rehearsals: Coupled within the semesters, singers have the benefit of attending weekly rehearsals. Vail Youth Voices Beginning Choir will meet on Tuesdays from 5:00 pm to 6:00 pm. Rehearsals are held at Esmond Station.

Holidays and Breaks: Many parents enjoy vacation with their families over school breaks. For this reason Vail Youth Voices will observe the same holiday and break schedule as the Vail School District. However, the Vail School District high school and elementary school calendars differ. For the purposes of consistency, Vail Youth Voices will follow the elementary school calendar. This means that instead of the 2 weeks of Fall Break that high school enjoys, Beginning Choir will take a 3 week Fall Break to mirror the elementary school schedule.

Concert Dates: See the Vail Youth Voices website for updated concert dates and information: www.vailyouthvoices.com

Mark Your Calendars: Both rehearsals and concerts are exciting events in the life of young Beginning Choir students. Therefore, it is super important to add rehearsal and concert dates to your calendars in advance. Additionally, having all students attend every rehearsal and concert helps the kids put on the best show possible. Choir is a team! We succeed when everyone contributes.

Rehearsal Supplies:

Music Folders: Each student will be provided with a music folder with a pencil. Folders need to be returned to the folder organizer at the end of each rehearsal. Folders need to be treated with respect. Please keep folders free from doodling, writing, and drawings. **Parents will be held financially responsible for any folders that are lost, defaced, damaged and/or destroyed.** Singers wishing to take their folder home for practice must check out their folder before taking it home.

Music: Music will be checked out to students and be kept in choir folders. To prevent damage, choral music must be taken home inside the choir folder. Students are responsible for their music. **Parents will be held financially responsible for any music that is lost, defaced, damaged and/or destroyed.**

Concerts

Free Admission: All Vail Youth Voices performances are free of charge. Moreover, no tickets will be required for admission. Our concerts are community friendly events. Those who wish to attend are

welcome. Please support the kids who sing with Vail Youth Voices by bringing your family, friends, and neighbors to enjoy an energizing evening of music.

Call Time: On the night of a performance, students are expected to arrive early for a final rehearsal. Parents must drop their children off early for the pre-concert rehearsal and return later to watch the concert. A pre-concert rehearsal is needed to complete a sound check, give stage directions, and to make any final adjustments.

Concert Time: This is the time the concert is scheduled to begin after the final rehearsal. The auditorium doors will open 20 minutes before the concert starting time.

Concert Attire: In order to participate in the concert, singers need to be wearing all black concert attire. Please be sure you have your concert attire well in advance so that you don't have to scramble to get it right before the first concert.

Girls: Young ladies need to wear a black long sleeve shirt with black dress pants or a floor length black skirt with all black dress shoes. Ladies may also wear an all black floor length dress. Black nylons, hose or socks need to be worn with black, closed-toe dress shoes.

Boys: Young men need to wear a black long sleeve button down shirt with a tie, black pants, black socks, and all black shoes.

Please do not wear jeans, sweats, spandex, leggings, yoga pants, sneakers, flip-flops, sandals or white shoelaces.

Concerts are Mandatory: When students are missing, the balance between the vocal parts will not be equalized and the sound quality will be compromised. As a choir student, you are part of a team. In order for the team to succeed everyone needs to attend performances.

Missed Concerts: If you are unable to attend a performance for any reason, please notify the director in writing at least three weeks prior to the performance. If a genuine emergency comes up at the last minute, please contact the director as soon as possible.

Concert Cancellations: Concerts might be canceled due to health concerns surrounding COVID-19.

Code of Conduct

Rules: Adapted from Love and Logic

1. Feel free to do anything that does not cause a problem for yourself or anyone else.
2. If you cause a problem, I will ask you to solve it.
3. If you cannot solve the problem or choose not to, I will do something.
4. What I will do will depend on the special person and the special circumstance.

Rule Violation Consequences:

1. Verbal warning
2. Student will 'sit out,' and have a teacher conference (see rules 2-4)
3. Parent contact
4. Dismissal from Vail Youth Voices

Respect: It is important that students treat their peers with respect. Making fun of other students will not be tolerated. A friendly environment in which students feel comfortable participating creates an optimum learning atmosphere. It is also important that students treat the rehearsal and concert venues with respect. Students should not cause any damage to the structure, equipment, or any item contained within the rehearsal or concert locations. Parents will be financially responsible for any damage caused by their student(s).

Food, Drink, and Gum: No food, drinks, and gum will be allowed into the rehearsal room or at our concert venue with the exception of water. Vail Youth Voices, the rehearsal room, and the concert venue have equipment, instruments and music that can be damaged. Students may only bring water with a sealable lid to their seats to hydrate their vocal cords before the rehearsal or concert begins.

Assigned Seats: Students will be given an assigned seat according to the choral part in which they sing. The choral part may be changed as the year progresses to adjust the balance or allow the student a new opportunity for growth. Students must remain seated in their assigned seat during rehearsals and concerts. If a student wishes to leave or change their seat for any reason, permission is needed. The director may or may not allow a seat change.

Learning Environment: The Vail Youth Voices would like to create a positive learning environment for all students. Students who cause a problem by swearing, talking, laughing, grooming, not using their music, adding extra sounds, holding a cell phone, singing in an inaudible volume, facing away from the director, and refusing to use solfege hand signs or actions disrupt the learning environment and cause a problem for other students. These students will be asked to 'sit out' and follow the rule violation consequences listed above.

Cell Phones: Students may bring and have cell phones during rehearsals and concerts as long as are powered down. Cell phones need to remain in pockets or bags during the rehearsal. Cell phones may not be held in student's hands during the rehearsal or a concert. Cell phones that are powered on, make noise, or are in a student's hand will be confiscated by the director and returned to the parents after the rehearsal. Repeated cell phone use constitutes a problem for yourself and someone else and will follow the rule violation consequences listed above.

Transportation: Parents are responsible for transporting or arranging transportation for their students to and from rehearsals safely. In order to maximize instruction time and to respect the other singers, students need to arrive on time. After rehearsals, students need to be picked up in a timely manner. Parents that arrive for pickup more than 10 minutes late once a semester, may jeopardize their student's enrollment in Vail Youth Voices and will not be entitled to a refund.

Communication: Vail Youth Voices default communication with parents will be via email. Concerts, cancelations, and other important information will be shared via email. Vail Youth Voices will use the email address provided by parents during enrollment. It is the responsibility of the parents to keep Vail Youth Voices updated on any email information changes.

Missed and Canceled Rehearsals: Students that miss a rehearsal for any reason will not be given a refund for the missed rehearsal. If Vail Youth Voices has more than one choir, students may attend a make-up rehearsal with a different choir. Rehearsals that are canceled by the director of Vail Youth Voices may or may not be made up. Students will be notified of a cancellation by email using the registration information provided during enrollment in Vail Youth Voices. Students will not receive a refund for canceled rehearsals.

Unattended Minors: Vail Youth Voices will not provide supervision or childcare for any student who is not officially enrolled in our choir. Any minor not enrolled in Vail Youth Voices may not be left unattended. Parents will be held responsible for the unattended minor and for any choices the unattended child may make. Parents will also be held financially responsible for any damage to the rehearsal room or the concert venue caused by an unattended minor. However, Vail Youth Voices does offer sibling discounts for families with more than one student enrolled.

Photographs, Audio and Video Recordings: During rehearsals and concerts minor children may be photographed and recorded. These recordings and photographs will be used to help students evaluate their performances and also used to promote Vail Youth Voices. These pictures and recordings will be the property of Vail Youth Voices. By signing this handbook you are waiving your rights of prior approval and giving permission for your student to be photographed and audio/video recorded knowing that these pictures may be used by Vail Youth Voices for promotional purposes. By signing this handbook you also agree that Vail Youth Voices will not be held legally or financially responsible for any claims and/or damages that might arise from the use of these pictures and recordings.

Instruments: Musical instruments will be treated with care and must be returned promptly and undamaged. If a student plays his/her instrument during instruction, the student will lose the privilege of playing the instrument for the entire class period and possibly the concert. Parents will be held financially responsible for any lost or damaged instruments.

Tuition

Purpose: Finances are required to keep our wonderful program running. In fact, tuition helps pay for many of the resources needed for rehearsals and concerts. For example, costs are incurred for each rehearsal including classroom rental, energy fees, choir folders, music, educational supplies, computers, amplifiers, and keyboards. During concerts additional expenses are required. Some of these include theater rental, piano rental, hiring a pianist and theater technician to manage the sound and lights. Therefore, payment is required to cover these costs.

Rates: The cost of tuition is different for both Beginning Choir and Advanced Choir. Beginning Choir Rates will be lower because rehearsals are one hour long. In contrast, Advanced Choir Rates will require additional tuition because rehearsals are two hours long.

December and May Tuition: There will be no monthly tuition payment due for the month of December and May.

Payment Options: In order to meet the needs of families, two different payment options are available for both beginning and advanced choir students. The first option available is monthly tuition payments. The second option is one semester payment. Both of the payment options are explained below.

Beginning Choir Monthly Tuition: \$20.00

The first option is the Monthly Tuition Plan. For the Fall Semester, August-November, four payments of \$20.00 are required. For the Spring Semester, January-April, four payments of \$20.00 are required. Monthly payments are due the first rehearsal of each month. **Monthly payments are not dependent on how many rehearsals are in one month.** It is a flat \$20.00 monthly fee.

Beginning Choir Semester Tuition: \$65.00

The second option is the Semester Tuition Plan. Comparatively, for one year enrollment in Vail Youth Voices two semester payments are required. One payment of \$65.00 is required for the Fall Semester, August-November. A second semester payment of \$65.00 is required for the Spring Semester, January-April. The Semester Tuition Plan includes a discount. It is important to realize that attending both semesters is optional.

Sibling Discount: To ease the financial burden of families with more than one child singing with Vail Youth Voices, the tuition of all siblings will be added together and a 10% discount will be applied.

Late Fees: If payment is not received by the first lesson on both payment options, there will be a \$5.00 late fee for Beginning Choir students. If payment is not received by the third lesson, singers will be dismissed from Vail Youth Voices.

Forms of Payment: Vail Youth Voices accepts cash and checks. Please make checks payable to Vail Youth Voices. Parents will be held financially responsible for any and all bounced check fees.

Credit Cards: Credit Card payments incur interchange, assessment, and markup fees for each transaction. Therefore, credit cards are considered a non-customary payment. Because of this, a convenience fee will apply. All credit card transactions will be completed through PayPal. To satisfy these fees an additional 8% will be added to tuition for each transaction.

Scholarships: Payments via external scholarship programs will be accepted for tuition. If scholarship payments need to be made by credit card, the credit card convenience fee of 8% will apply. All scholarship payments are considered final and will not be refunded.

Withdrawal: Occasionally, there are students who desire to discontinue participation in Vail Youth Voices. These students may stop at any time. Notice of withdrawal must be in writing. In order to receive a full refund, students must withdraw no later than after the second rehearsal, but before the third rehearsal of the semester. Students who wish to withdraw after the third rehearsal are not entitled to a refund.

PLEASE READ, SIGN, AND RETURN THE STATEMENT OF UNDERSTANDING AND AGREEMENT CONCERNING VAIL YOUTH VOICES HANDBOOK BY THE FIRST REHEARSAL.

STATEMENT OF UNDERSTANDING AND AGREEMENT:

We have read and will follow the policies, expectations, code of conduct and tuition requirements contained in the Vail Youth Voices Handbook. We understand that failure to comply with and follow these policies, expectations, code of conduct, and tuition requirements can constitute dismissal from Vail Youth Voices without a tuition refund. We understand the financial responsibilities and agree to the financial terms contained in this handbook. We understand and agree that photographs, video, and audio recordings of students may be used for marketing purposes. We understand and agree that all services that we will be receiving are from Ederra LLC, an Arizona Limited Liability Company, which has been formed under the laws of Arizona to provide music instruction and/or education, and not from Rebecca Frericks in her individual capacity. I have read this Statement of Understanding and Agreement, fully understanding the contents thereof, and do not have any unanswered questions.

_____ Student Name _____ Signature
(Please print)

_____ Parent Name _____ Signature
(Please print)

Please Check One Tuition Payment Option: _____ \$20.00 Monthly _____ \$65.00 a Semester

Sibling Discount _____ Name of Sibling _____

Age _____ Grade _____ School _____

Address _____

City/State/Zip _____

Home Phone Number _____

Email Address _____

Parent/
Guardian's Name _____ Work Phone _____

Cell Phone _____

Parent/
Guardian's Name _____ Work Phone _____

Cell Phone _____