

NORTHWEST COMMUNITY YOUTH CHOIR

"NCYC"

Parent and Member Handbook

2009-2010 Season

Northwest Community Music Academy

Northwest Community Youth Choir

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What is the purpose of NCMA?

Northwest Community Music Academy, founded in 2005, is dedicated to serving youth and adults interested in creating great music together.

OUR VISION: EXCEL through Music: Empowering EXcellence in Character by Experience and Leadership through Music

OUR MISSION: NCMA will cultivate the innate musical abilities within each individual in a nurturing and welcoming environment

OUR VALUE STATEMENT: At NCMA, we will foster a community which appreciates and supports all who teach and learn here.

What are the goals of NCYC?

Each Northwest Community Youth Choir member will:

- ✓ Be respected, welcomed and valued as an individual
- ✓ Participate in a choir which is open to people of all racial, cultural, religious and economic backgrounds
- ✓ Develop his/her singing and musicianship skills in a fun, non-threatening, educational environment
- ✓ Interact with and be exposed to music, languages and history from other cultures and traditions
- ✓ Perform music which is of the highest quality, and is challenging and exciting to learn
- ✓ Contribute to the cultural life of his/her community and surrounding areas through concerts, tours and festivals

How Do I Find Out What is Going On with NCYC?

All of our communication is done primarily through e-mail and handouts. Our weekly newsletter – NORTHWEST NOTES – always has important information regarding upcoming rehearsals and performances as well as any scheduling and calendar updates and announcements from the directors and NCMA staff. Please open and read these weekly. Our calendar online uses Google Calendar (which can be linked to Outlook) and the NCMA calendar can be checked at any time.

Any handouts received at rehearsals can always be found on our website in the NCYC member downloads section. E-mails from ncmusica.org will always keep your e-mail address confidential. We do not publish or share e-mail addresses. If your family does not have e-mail or if your e-

mail/computer is not working, please make sure we know this so that we can have a copy of all our communications available with your name on it at the check-in desk at each rehearsal.

NCMA and NCYC use Patron Mail which is a company that provides e-mailing tools to not-for-profit and for-profit arts corporations. It is fully compliant with all current security laws and CAN SPAM legislation which just means that it is the safest way for us to e-mail you. If at any time you stop receiving e-mail from us please notify us immediately. If you change your e-mail address, please let us know as soon as possible.

E-mail tips:

**Please make sure that we have your current e-mail address that you check regularly

**Please check your settings on your e-mail program so that you are allowing e-mails from @ncmusica.org

**If you have any problems or questions please e-mail office@ncmusica.org

What will I learn in NCYC?

Music which is:

- ❖ Age appropriate and of excellent quality
- ❖ Fun, challenging and invites learning
- ❖ From many cultures and traditions
- ❖ Grounded with excellent texts, sometimes in foreign languages

In Aria Choir, I will have the opportunity to learn:

- ✓ Basic sight reading skills using solfège to identify and read patterns
- ✓ Basic rhythm reading skills using counting system
- ✓ Foundation skills of singing incorporating body, mind, and voice concepts
- ✓ Beginning music theory through class work
- ✓ Basic performance and audience etiquette

In Bella Voce Choir, I will have the opportunity to learn:

- ✓ Advanced beginning sight reading skills
- ✓ Intermediate rhythm reading skills using more complex rhythms and time signatures, with counting system
- ✓ Foundation skills of singing incorporating body, mind, and voice concepts
- ✓ Advanced beginning music theory through class work
- ✓ More complex music, with up to two-part harmony

In Cantabile Choir, I will have the opportunity to learn:

- ✓ Intermediate to advanced sight reading skills
- ✓ Intermediate to advanced rhythm reading skills using complex rhythms and time signatures, with counting system
- ✓ Advanced singing skills with complex, challenging music

- ✓ Intermediate music theory through class work

In Di Canto Choir, I will have the opportunity to learn:

- ✓ Intermediate to advanced sight reading skills and applied music theory
- ✓ Intermediate to advanced rhythm reading skills using complex rhythms and time signatures, with counting system
- ✓ Advanced singing skills with complex, challenging music

What happens at rehearsals?

In Aria Choir, I will have the following basic schedule:

- ✓ Arrive at 5:50 pm
- ✓ Sign-in (use the bathroom, get a drink)
- ✓ Organize music in order from list on the board
- ✓ Warm-ups begin promptly at 6:00
- ✓ Work on music for concerts, Rhythm activities, Sight reading activities, Theory lesson, Game songs or games with concepts learned

In Bella Voce Choir, I will have the following basic schedule:

- ✓ Arrive at 5:50 pm
- ✓ Sign-in (use the bathroom, get a drink)
- ✓ Organize music in order from list on the board
- ✓ Warm-ups begin promptly at 6:00
- ✓ Work on music for concerts, in large groups and sectionals, Sight reading activities, Theory lesson

In Cantabile Choir, I will have the following basic schedule:

- ✓ Arrive at 7:20 pm
- ✓ Sign-in (use the bathroom, get a drink)
- ✓ Warm-ups begin promptly at 7:30
- ✓ Work on music for concerts, in large groups and sectionals, Sight reading, Theory lesson

In Di Canto Choir, I will have the following basic schedule:

- ✓ Arrive at 7:20 pm
- ✓ Sign-in (use the bathroom, get a drink)
- ✓ Warm-ups begin promptly at 7:30
- ✓ Work on music for concerts, in large groups and sectionals, Sight reading

What if I am sick or have to miss a rehearsal?

Throughout the course of the year, many students will never miss a rehearsal while others will have to miss due to illness, family conflicts, music concerts, or school required events. These types of absences are unavoidable but should be communicated to us well in advance of the conflict.

In order to help us keep track of attendance, we ask that:

- 👉 You sign-in at all rehearsals.
- 👉 You e-mail your excused absence in advance. There is a form on the website which you can fill out, or you can email attendance@ncmusica.org.
- 👉 If you are sick with a fever or are contagious and will not be able to sit in your rehearsal to observe
 - Call as soon as you can: 815.356.SING (7464)

No one will be asked to leave the choir because of his/her absences; however, more than 2 absences will affect the degree to which you might participate in a concert or activity. If you have missed excessive rehearsals, your conductor will make the final decision on an individual case basis, with regards to your participation in concerts and tours.

What should I bring to rehearsals?

All students must bring the following to every rehearsal – even if you have the music memorized! (This includes high-schoolers!)

1. Pencil (sharpened!)
2. Music (all of it, in the bag)
3. WATER BOTTLE (closeable so it will not spill)

What is Music Theory?

Music theory is much like spelling and grammar for any reader or writer. It is the study of the basic concepts of music through written and aural examples. Each week students in Aria, Bella Voce and Cantabile will work on a section of the theory “bluebook” during rehearsal. Your theory work will be left each week so your director can see how you’re doing. In Di Canto, the study of theory concepts is integrated with sight reading work. This work will be directly related to the music being prepared for concerts.

How do I receive and return my music?

Music is handed out at the beginning of the year. Every student is assigned a number: A-15 is Aria #15, B-20 is Bella Voce #20, etc. When you receive your music, you will sign an inventory sheet which serves as your agreement to return all music in excellent condition. You should store your music in the bag provided. Theory workbooks will remain at rehearsals.

At the end of the year, the music will be returned during placement interviews. All music will be handed in and checked against your inventory sheet. Any student missing music or turning in music that is in unusable condition will be charged \$3.50 per copy. Sight reading books and zipper bags are \$10.00 each.

What is Retreat?

In September, all NCYC choirs participate in a retreat. It is a required event for all singers unless special permission is given by the director. The purpose of the retreat is to give students an opportunity to meet each other through singing, games and free time (which aren't always available during our limited regular rehearsal schedule), as well as a chance to get to know the conductor and accompanist. For the conductors, they relish the extra time to work on team building and the chance to build rapport and a sense of community within each choir and between the choirs. The choirs also spend considerable time working on their music for the year. This year, Cantabile and Di Canto will be doing an overnight retreat to a waterpark in Lake Geneva. Aria and Bella Voce will be doing their retreat during the day at our rehearsal location of First Congregational Church and then having pizza and swimming in the evening.

What is the School Tour?

In April, Aria, Bella Voce, Cantabile and sometimes Di Canto choirs take a bus tour on a school day to four or five local schools in McHenry County to sing for their students. On a given school tour NCYC may perform for over 3500 students. Not only is school tour a lot of fun, but it serves several important purposes. It exposes many children to choral music who may not have any experience listening to a choir and it gives each child an opportunity to see the potential for musical excellence by children. Our students benefit from increased opportunities to perform their literature outside of our spring concert and their performance might inspire another child to seek out music in their own lives, perhaps even becoming part of our choir.

What are Placement Interviews?

Placement Interviews occur at the end of the year for all students (see calendar). The directors will spend time listening to your child sing, sight read and talk about their choir experience and progress. If your child is at a point where they might be old enough and ready move to the next level choir, both directors will be present (current and future) to make the decision. A progress report is sent home for each student and parent and student evaluations are completed at this time. All students complete a placement interview regardless of age or intention to join next year. If continuing, the next year's registration form and non-refundable deposit is due at this time.

How do I get tickets for the concerts?

Tickets may be purchased at rehearsals, by phone, or fax. A credit card is required for all fax and phone orders. Individual tickets will be sold at the door; season tickets must be purchased in advance of first concert. Ticket order forms will be available at all rehearsals and online at www.ncmusica.org.

2009-10 TICKET PRICES

Season Ticket Purchase Prices – ticket admits to the fall and spring concerts (below)

NCYC Family Ticket \$50 (if ordered after Oct. 1st \$65)
(A total of 10 tickets, 5 to Fall concert and 5 for Spring concert – admits all ages)

Individual Adult \$20 (if ordered after Oct. 1st \$25)
Individual Student (K-12)/Senior \$10 (if ordered after Oct. 1st \$15)
(Individual passes include a total of 2 tickets, 1 to Fall concert and 1 for Spring concert)

Single Ticket Purchase Prices: Available throughout year and at the door on Concert Day

Adult Ticket \$15
Student (K-12)/Senior Ticket \$10
Children 5 and under free

Special Concert not included in season ticket:

Fifth Annual Cabaret Benefit Concert and Silent Auction “DECADES”

January 31, 2010

\$15 before Oct. 1st

\$20 after Oct. 1st

3:00 p.m. Silent Auction, Concert to follow

When are the Performances?

Sunday, November 15, 2009

Youth and Experience with Voices in Harmony

4:00 p.m.

Raue Center for the Arts

Sunday, April 11, 2010

It Sings In Me

4:00 p.m.

First Congregational Church

Sunday, January 31, 2010 at 4:00 p.m.

CABARET BENEFIT CONCERT, AND SILENT AUCTION

“DECADES”

First Congregational Church

Silent Auction begins at 3:00 p.m. Concert to follow. All proceeds from Silent Auction and ticket sales go directly to benefit NCMA and all of its programs.

What do we wear?

For November and April Concerts:

Girls

Aria & Bella Voce: blue polo (provided)
with black pants or long skirt

Cantabile & Di Canto: black dress provided*

All: Black socks, tights, or stockings

All: Black dress shoes, no heel

Boys:

Aria & Bella Voce: blue polo (provided)

Cantabile & Di Canto:

white dress shirt (provided) with tie

All: Black slacks with belt

All: Black socks

All: Black dress shoes (no tennis shoes)

For Cabaret Night: *(subject to change depending on show theme)*

Girls

All black dress, pants, or long skirt

All black long sleeve blouse

Black tights or stockings

Black dress shoes, no heel

Boys:

Blue dress shirt (provided), bowtie or all

black long sleeve dress shirt

Black slacks with belt

Black socks

Black dress shoes (no tennis shoes)

For School Tour:

Girls:

NCYC polo shirt, (provided)

Khaki slacks or skirts

White socks

Clean white gym shoes

Boys:

NCYC polo shirt, provided

Khaki slacks

White socks

Clean white gym shoes

*Cantabile and Di Canto Girls: Concert dresses are handed out at rehearsals beginning in October. If you miss a fitting, please call the office. Remember that you may need to have your dress hemmed so be sure to try it on with your flat dress shoes at home. All dresses must be returned washed and in good condition at placement interviews next May; a \$90 fee will be assessed for missing or damaged dresses. For care instructions, please refer to the paper enclosed with your dress.

What is the Cabaret and Silent Auction?

Cabaret Night is a concert and NCMA's one of three major fundraisers of the year. Ticket sales and Silent Auction proceeds generate funds to offset costs for all participants in all programs. In the past we have also included money per ticket to go to trip accounts. In an effort to keep the ticket price lower, we will not be adding in this additional amount per ticket. Please consider volunteering to help with this annual event – it is always a terrific evening! See page 8 for ticket information.

Here are some ways parents can help us with the Cabaret and Silent Auction:

- Finding businesses and individuals who would like to donate items or services to the Silent Auction.
- Serving on the Cabaret or Silent Auction committee
- Attending the event
- Invite friends, family, neighbors and co-workers to the event and encourage them to participate in the Silent Auction.
- Sponsor a group of tickets and give away to people you think might enjoy supporting NCMA and NCYC

Do you have fundraisers?

Yes! Because we are a not-for-profit corporation, our funding comes from a variety of resources. Individual donations cover nearly 15% of our costs, corporate donations and grants about 10% although in this economy, we expect this number to be substantially reduced due to cuts at the state level. Tuition and ticket income covers approximately 75% of our operating costs and does not include any Encore Choir tour costs. In other words, without fundraising we would need to charge at least 25% more in tuition rates to cover our operating costs.

NCMA uses the Silent Auction as well as the business program advertising funds and the annual campaign as its three main public fundraisers. These opportunities raise money for the NCMA Annual Fund which offsets costs for everyone in all programs.

NCYC also sponsors fundraisers mainly to help students raise money to pay for Encore Choir tours. Participating in fundraisers is encouraged, but not required.

What are Trip Accounts?

There will also be opportunities to fundraise for specific trips or program needs. Students in Encore Choir pay for their own trips, and because of this we offer individual Trip Accounts. Portions of some fundraisers are deposited into these accounts.

Students in Aria and Bella Voce choirs are encouraged to begin fund-raising for their individual trip accounts so that in the future when they are eligible to join Encore Choir they have money already saved toward trips. Students also use these funds to pay for retreat fees as well as other costs associated with participating in a trip, retreat or tour.

Because of tax laws, all money in trip accounts must remain within our organization. If you have to leave the choir, you may choose to do one of the following with any money left in your account:

1. Donate it to the financial aid and/or scholarship fund

2. Donate it to a specific program of NCMA
3. Donate it to another student's trip account

Fundraising opportunities planned for 2009-2010:

- 👉 Annual Campaign: Individual Donations towards NCMA's Annual Fund.
- 👉 Program Advertising: Individuals and businesses purchase advertising space in our program booklets. 20% of the cost of the ad will go to students' individual Trip Accounts, and the rest towards NCMA's Annual Fund.
- 👉 Cabaret and Silent Auction: Ticket sales will cover the cost of the event any remaining proceeds will go to support NCMA's programs. All proceeds from the Silent Auction will go into NCMA's Annual Fund.
- 👉 Other Fundraisers, such as raffles or cheesecake sales, will be offered as needed to help raise funds for Encore trips, as per parents' requests.

What is the Encore Choir?

Encore Choir is a touring choir consisting of students in Cantabile and Di Canto who choose to participate. All students participating in Encore Choir will indicate their intention to participate at the beginning of the year. The cost of Encore Choir varies, and includes the cost of the trip scheduled for that year. (Payments begin up to a year in advance of the trip.) A limited amount of financial aid is available to students who qualify.

The long-range plan for Encore is to go on trips which are higher cost one year and lower cost the following year. A student could potentially participate in Encore Choir from 6th grade through senior year of high school. Trips may be cancelled if a minimum enrollment is not reached.

How can parents help the choir in other ways?

We are so grateful for every bit of your support, both financial and otherwise, as well as your commitment to your child's music education. We will contact you regarding how you might help out, according to your indications on the NCYC Volunteer Form.

What is the calendar/schedule of major events?

Rehearsals are at:

First Congregational Church
461 Pierson Street in Crystal Lake

Office Phone and Contact Info:

(815) 356-(SING) 7464

attendance@ncmusica.org

office@ncmusica.org

<u>Choir</u>	<u>Description</u>	<u>Time</u>	<u>Conductor</u>	<u>Accompanist</u>
<i>Aria</i>	Beginning choir 2 nd -5 th	6:00-7:15 p.m.	Mrs. Tucker	Mrs. Black
<i>Bella Voce</i>	Intermediate Choir 4 th -8 th Grade	6:00-7:15 p.m.	Mrs. Snodgrass	Mrs. Taylor
<i>Cantabile</i>	Advanced Choir 6 th -8 th grade	7:30-9:00 p.m.	Mrs. Tucker	Mrs. Black
<i>Di Canto</i>	Advanced High School Ensemble	7:30-9:00 p.m.	Mrs. Scherrer	Mrs. Taylor
<i>Encore Choir</i>	6 th -12 th Grade select members from Cantabile and Di Canto		Mrs. Tucker	Mrs. Black

CALENDAR FOR NCYC 09-10

- August 25 Parent Meeting and Music Handout for NCYC
- September 1 NCYC Rehearsals Begin
- September 12 Day Retreat for Aria and Bella Voce Choirs 1:00-9:00 p.m. First Congregational Church and Health Bridge Fitness Center
- September 18-19 Overnight Retreat for Cantabile and Di Canto Choirs at Timberlodge Resort in Lake Geneva, WI
- November 9 Monday 6:00-9:00 p.m. - rehearsal with Voices in Harmony
- November 10 Tuesday 6:00-9:00 p.m. – rehearsal with Voices in Harmony – wear concert attire for photo
- November 15,
4:00 p.m. **NCYC Fall Concert “*Youth and Experience*” with *Voices In Harmony* (formerly Crystal Lake Community Choir) Raue Center for the Arts**
Warm-up 1:45 p.m., Concert at 4:00 p.m.
- November 24 Fall Break – No Rehearsals
- Saturday, **“Here We Go A Caroling” NCYC carols to area retirement**

December 12	<i>communities</i>
December 15	Last rehearsal until January
January 5	NCYC Rehearsals resume
January 28	6:00-8:00 p.m. Dress rehearsal for DECADES at FCC
January 30	9:00-Noon Final rehearsal for DECADES at FCC
Sunday, January 31	Benefit Concert and Silent Auction “<i>DECADES</i>” at FCC <i>3:00 Silent Auction, Concert to follow.</i>
March 29-April 2	Spring Break – No Rehearsals
April 6	Final Tuesday rehearsal, Placement Interviews follow the next three weeks
Friday, April 9	School Tour for Aria, Bella Voce and Cantabile Choirs
Saturday, April 10	Dress rehearsal 9-Noon at FCC, please save day.
Sunday, April 11 4:00 p.m.	NCYC Spring Concert “<i>It Sings In Me</i>” at FCC, warm-up at 2:00 p.m.
Apr. 13, 20&27	Placement Interviews for all NCYC students
May 8, 11, 15	NCYC Auditions for new members
June 21-28	Encore Choir’s England Tour