

**School of Vocal Music
Handbook
Oakland School for the Arts
2016 - 2017**

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Please see the Oakland School of the Arts Parent Handbook and Student Handbook for more general information about OSA (available on-line at www.oakarts.org).

VOCAL MUSIC DEPARTMENT PHILOSOPHY, CURRICULUM, AND GOALS.

The OSA Vocal Music Department provides pre-professional training for aspiring young vocalists. Through the course listings that are offered from Middle School to High School, each Vocal music graduate should attain the following skill sets and character qualities in order to prepare for college and eventually pursue a professional music career.

PHILOSOPHY

The philosophy of the Vocal Music department is founded on the principles of self-motivation, artistic excellence, professionalism, and a strong work ethic. Because the school is an audition only school, we expect that students are 100% committed and invested in their journey to become young professional musicians. All Vocal students must understand that it is a privilege and an honor to attend a specialized arts school and that the students take pride in that privilege. Students must also understand that mastery of any craft takes daily work, effort, and practice. *Talent is simply not enough.*

Upon being admitted, students are expected to already have an intermediate level of Vocal ability, respective to their age. The foundational and advanced courses we provide are designed to meet each student at their ability level and provide opportunities for them to work on specific skills. As students master these skill sets, they then have the opportunity to audition for more advanced courses.

The curriculum throughout their time at OSA emphasizes professional training in rehearsals, performance and solo opportunities. Students are expected to self-initiate when auditions are offered and take personal responsibility for their growth and advancement as young artists. We encourage and guide students along the way to take personal ownership of their education. The expectation is that families reinforce this principle at home.

Our philosophy on artistic excellence is that students must be competitive and relevant in today's artistic climate. The repertoire we choose, the shows we produce, the character qualities we expect, and the curriculum

we study are meant to prepare students for the ever advancing expectations that are present at both the professional and collegiate level.

Finally, we hope to cultivate a love for learning and a deep respect for the study and craft of music. It is our intention to be a launching pad for a life-long love and pursuit of Vocal music.

VOCAL MUSIC FACULTY AND ARTISTS IN RESIDENCE:



Cava Menzies, Vocal Department Chair and OSA Artistic Director: www.cavamenzies.com

Bay area native Cava Menzies hails from a long line of musical talents; her grandmother, a dancer at the Cotton Club In NY, her father, Eddie Henderson, an accomplished jazz trumpeter, and her mother a classically trained flautist. She is a classically trained jazz pianist who has performed throughout the Bay Area and abroad. In 2001, Ms. Menzies received a BA from the Berklee College of Music in Boston where she studied jazz piano and music education. In 2008, she received her MM from the University of Miami where she studied composition and music production and recording.

Ms. Menzies is a member of the bossa nova and standards duo CAVALISA with Ms. Lisa Forkish. She has a recent album, "Moment to Moment", with jazz trumpeter, Nick Phillips which received 4 stars from Downbeat Magazine in May 2014. Her directing and arranging work have been featured at the Inauguration of California Governor Jerry Brown and for President Barack Obama's visit to the Fox Theatre in July, 2012. ~In May 2014, Ms. Menzies received the National Artist Teacher Fellowship award and traveled to New Orleans to study Jazz piano and history. In addition, Ms. Menzies recently scored two short films, entitled "Oakland

Originals” which premiered at the Oakland Film Festival in the summer of 2014.

Currently, Ms. Menzies is serving as OSA’s Artistic Director, School of Vocal Music, Chair and OSA’s *Step It Up* Diversity and Outreach Program Coordinator. Cava Menzies is a founding faculty member at OSA and is entering her 14th year at the school.



Lisa Forkish, Vocal Music Faculty: www.lisaforkish.com

Lisa Forkish is an Oakland-based vocalist, composer, arranger, and music educator. Lisa’s vast performance resume includes appearances all over the country at such world-renowned venues as Lincoln Center, Yoshi’s Oakland, and Jimmy Mak’s, and alongside notable artists Bobby McFerrin, Pink Martini, K.D. Lang and Stephen Schwartz. Lisa was the 2009 recipient of Portland’s “Songwriter of the Year” award, and in 2010, was selected to participate in the prestigious Johnny Mercer Songwriter’s Project. Lisa has also been singing, arranging and teaching in the contemporary a cappella world since 2002 when she got her start as music director for the University of Oregon’s award-winning female a cappella group Divisi, featured the best-selling book “Pitch Perfect,” later made into the box office smash film. In addition, Lisa is one of the founders of the Women’s A Cappella Association (WACA), a non-profit arts organization. Lisa has been on faculty at OSA since January 2011, where she is also founder and director of the school’s acclaimed a cappella group Vocal Rush: two-time International Championship of High School A Cappella winners and third place on NBC’s “The Sing-Off.”

In May 2012, Lisa released her second full-length record *Bridges* alongside her husband and jazz guitarist Patrick Anseth. *Bridges* was reviewed by numerous publications including Jazz Times and received radio rotation across the country, as well as in The Netherlands, Bavaria, Argentina and Canada. One year later, Lisa released a collaboration album titled *Vast is the Sky* with jazz pianist and OSA colleague Cava Menzies

under their group name CAVALISA. Lisa's latest recording project, a five-song EP from breakout all-female a cappella quintet The Riveters, features Lisa's signature arrangements and contralto vocals.

Lisa has been teaching and directing for over 10 years and holds a Bachelor of Music from Berklee College of Music in Songwriting and Voice.



Solas Burke-Lalgee, Vocal Music Faculty

Solas is a proud Richmond native and arts advocate nurtured by an art-based family. He attended the School of the Arts- San Francisco, the Oakland Youth Chorus and graduated from the esteemed Berklee College of Music in Boston, MA. He was a Presidential Scholar of the Arts awardee in 1997 and recipient of several awards by the Society of Singers, The Grammy Foundation and Young Arts Program. His credits include studying, working and performing with: Ledisi, Zendaya Coleman, Latoya London, Mooncandy live house music ensemble, Jennifer Johns, Valerie Truitt, Nicole Klaymoon and The Embodiment Project. As a Vocal Instructor, Solas has enjoyed working with all ages to help singers find their true voice. As an arts instructor overall, his pride in work stems from helping others to get greater creative echelons and integrated disciplines. He is currently starting his third year at East Bay Center for the Performing Arts and is excited and thrilled to join the OSA vocal department!



Branice McKenzie, Artist in Residence: www.branicemckenzie.com

There is something to be said about this song stylist who has stepped onto the stages of New York's Carnegie Hall to Moscow's Tchaikovsky Hall, The Newport Jazz Festival and teaching Master Classes at The Shanghai Institute of Visual Art. Harry Belafonte, Roberta Flack, Gregory Hines, Carly Simon, Miriam Makeba, Hugh Masekela, Ledisi and Iyanla Vanzant are some of the artists with whom she has toured and shared the stage. Branice's artistic panorama includes Musical Theatre, Jazz, Pop, Rhythm and Blues and Inspirational Music. Her work as a performing artist has taken her all over the world as a touring artist. These names represent a small bit of the great career Branice McKenzie owns. And she has also continued to be committed to arts education, young people and the transformative power of music.

She has been a Master Teaching Artist for over two decades, is a faculty member in the award-winning School of Vocal Music at Oakland School For The Arts and has a catalogue of children's songs, workshops and residencies that continue to make a difference in the lives of children everywhere. Branice is also the Founding Minister of Music at Heart And Soul Center of Light in Oakland, CA. Ms. McKenzie holds a B.A. in Psychology, Brown University and an M.A. in Music Education, New York University.



Marie Plette, Vocal Music Faculty: [ww.marieplette.com](http://www.marieplette.com)

Marie Plette has performed for many of the major opera houses in the US and abroad. A resident of the Bay Area, she has performed both at San Francisco Opera, as Madama Butterfly, and for some of the many bay area regional companies. Recent highlights include Jake Heggie's one woman opera *Another Sunrise* for Festival Opera, the role of "The Woman" in *Holodomor* by Virko Baley for the Kiev Opera, Ukraine, title roles of Strauss's *Ariadne auf Naxos* and Barber's *Vanessa* for West Edge Opera, Mimi and Donna Elvira for Livermore Valley Opera, and Tosca for both LVO and Anchorage Opera. Ms. Plette's repertoire includes such diverse roles as Love Simpson from Floyd's *Cold Sassy Tree*, Rusalka, the Countess, Nedda, Elsa, Eva, Sieglinde, Desdemona, Alice Ford, and the Marschallin. She began her career as a winner of the Metropolitan Opera National Council Auditions and a participant of SFO's Merola Program, then went on to perform leading roles for The Metropolitan Opera, San Francisco Opera, Lyric Opera of Chicago, Seattle Opera, Opera Theatre of St. Louis, Glimmerglass and many others. Ms. Plette is currently an Artist-in-Residence at the Oakland School for the Arts.



Valerie Troutt, Vocal Music Faculty: www.valerietrouttprojects.com

Bay area born and bred, jazz and gospel trained, and internationally respected, Valerie Troutt is a musical collagist, borrowing from ancestral centuries of sound, channeling spirits, and delivering the stories of our love, loss, and lives. There's a light in this unapologetically unconventional artist/teacher/activist for whom art and activism are intertwined. Within this spiritual and social justice-driven performer is a lifelong hunger for craft, for connection, for cultural narratives and an indefatigable thirst to serve as an agape griot to a waiting and hurting people. The Sound of Peace, her long-awaited, full-length debut comes after a critically acclaimed EP and several wizing years culminating in Valerie Troutt's acceptance of her own original artistic difference in a world of commercial carbon copies. Valerie is a vocal instructor East Bay Center for the Performing Arts and was a full-time music education and choral director at McClymonds High School. She is a graduate of the New School with a degree in Jazz Vocal Performance.

CURRICULUM GOALS:

- Ability to match pitch
- Ability to sing in a choral and solo context
- Ability to hold one's part in a quartet setting
- Ability to sing choral and solo music in a variety of music genres
- Ability to identify the idiomatic qualities of each genre of music
- Ability to sing complex choral harmony
- Ability to sing in tune
- Knowledge of Vocal Anatomy and technique
- Knowledge of how to successfully audition
- Ability to read complex sheet music in a variety of genres
- Extensive knowledge of the principles and applications of Music Theory through course level 3.
- Ability to self critique and analyze in the rehearsal process
- Knowledge of the steps required to make a piece "performance ready"
- Knowledge of effective stage presence and delivery

- General knowledge of Music History
- Demonstrate understanding of proper performance presentation
- Knowledge of the principles required in producing a show
- Exposure to professional Vocal music concerts
- Knowledge of the expectations in a professional environment

CLASSROOM AND CHARACTER GOALS:

These are the goals for the students in the Vocal Dept. in collaboration with the staff and families.

- Strong Work Ethic
- Self Discipline
- Self Organization Skills
- Effective Communication in Class Discussions
- Leadership Skills
- Critical Thinking Skills
- Intellectual Expression of Ideas
- Self Confidence
- Personal Initiative and Motivation inside and outside classroom
- Investment in Personal and Professional Growth
- Emotional Maturity
- Mature reactions to setbacks and challenges
- Respect for adults and peers
- Respect for the rehearsal process
- Healthy curiosity
- Willingness to make mistakes and learn from them
- Punctuality

VOCAL MUSIC THEORY COURSES:

- **Placement Exams**
 - For incoming students:
 - Music Theory placement exams will be administered during the first week of school during arts emphasis time. The exam will determine whether your son or daughter will be placed in Theory 1, Theory 2, or Theory 3.
 - For returning students:
 - You will be placed in an appropriate theory level based on your completion of your last year's coursework. Students must have received a passing grade in their theory class to be recommended for the next theory level.
 - All returning 9th graders must take a placement test to ensure their readiness for high school theory levels, which move at a more advanced pace.
 - Students with a C or C- or below in Music Theory may be recommended to repeat a course for extra reinforcement of concepts. This will be determined on a case-by-case basis and will be discussed with students and their family.
- **Post Theory 3 Requirements and Options:**
 - All 9th, 10th, 11th and 12th graders who have successfully completed Theory 3 with a passing grade must enroll in AP Theory, Music History, or Studio Composition (space is limited)
 - Any seniors who have completed Theory 3, AP Theory, Music History and Studio Composition with passing grades may choose to have an unassigned period during W/F Period 7 to serve as a TA, work on independent study in their instrument or designated college preparation.
- **Music Theory Faculty Assignments**

- Theory 1: Mr. Lalgee / Ms. Plette (MS and HS)
- Theory 2: Ms. Troutt (MS)
- Theory 2: Ms. Menzies (HS)
- Theory 3: Ms. Forkish (MS and HS)
- AP Theory: Mr. Anseth (Instrumental Faculty)
- Music History: Mr. Kanozik (Instrumental Faculty)
- Studio Composition: Mr. McGovern (AP&E Faculty)

MUSIC THEORY GRADUATION REQUIREMENTS:

All Vocal Music Students must have completed at a minimum HS Theory 3 with a passing grade in order to graduate with their emphasis.

*Please note, any student requesting to move down a Theory level mid-year (ex. Theory 3 to Theory 2) must have completed the following requirements:

1. Completed 90% of assignments for current Theory course for S1
2. Requested additional help and tutoring from teacher of record
3. Receive written recommendation and signatures from all parties below

High School MONDAY Elective Ensembles:

- **OSA Contemporary Combo (audition-only for VM and IM)**
In this Combo, students will explore and perform contemporary music of varying styles including R & B, Pop and Soul. Student compositions and arrangements are also encouraged. Creativity, group dynamics, expression and variety are the core elements of this combo. Vocalists are welcome. We will perform in school concerts as well as community events and festivals.
- **Instrumental Arranging (open to VM and IM)**
Students will be placed in mixed-instrument groups to develop fundamental skills in rehearsing and performing classical repertoire with their peers. Mixed Chamber is unique by its design to include any instrumentalist of any level; especially, to encourage those whose backgrounds lie outside the classical domain. Vocalists who play a secondary instrument are also encouraged to participate. This course provides an open environment to focus on rhythmic precision, standard performance practice, technique, and sonic cooperation in general. Every student is expected to learn four works, representative of their level, during each semester and participate in chamber recital.
- **NOLA Ensemble (open to VM and IM)**
NOLA Ensemble (New Orleans, LA Ensemble) is a new course offering at OSA. Students in this ensemble will explore and perform New Orleans music, with a specific emphasis on early “trad” jazz, second-line parade music, brass band repertoire, and other idiomatic New Orleans musical styles. As well, students will learn about the rich history of New Orleans, exploring how race, culture, tradition, ceremony, and geography all played a part in shaping what we now have come to call “Jazz”. Vocal and Instrumental students will be in this combo.
- **OSA Rock Band (Audition Only)**
This ensemble will study contemporary and traditional Rock styles, from *The Black Keys* to *Pink Floyd*. With an emphasis on in-class performance and recital preparation, students will practice communicating and functioning in the ensemble setting. The group will explore Rock stage presence and engaging as performers while building a fun and exciting repertoire. Students will gain experience in: writing charts

and arrangements, improvisation, transcriptions, and creating a musical identity. Ensemble auditions are open to: Vocals, Guitars, Bass, Keyboard, and Drums/Percussion. Vocal and Instrumental students will be in this combo.

- **OSA Jazz All-Stars (audition-only for IM and VM – limited spots for vocalists)**
This is our flagship Jazz combo. This high visibility, audition-only group will be composed of students with top-level ability in improvisation, harmonic concept, and stylistic interpretation. The course material is designed to promote an awareness of the skills and tools necessary to build a fulfilling career, not only as performing artists, but also as global citizens and advocates for the arts. Geared toward the aspiring professional Jazz performer/composer, students will explore a wide variety of historically relevant Jazz literature as well as student compositions and arrangements. In addition to in-school concerts, this group will travel to local High School festivals, competitions, and actively seek out gigs in the community. Advanced instrumentalists and vocalists are welcome.
- **World Music Ensemble: (open to VM and IM)**
The World Music Ensemble is an open enrollment class for both instrumental music and vocal music. We'll explore various cultures and genres through the lenses of music, language and socio-cultural aspects that make the artists and their compositions and styles noteworthy. The class will focus more heavily on vocals with a supporting rhythm section, but there will be chances for instrumentalists to be featured. In addition, instrumentalists should be prepared to sing and singers should be prepared to experiment with playing instruments. A good ear for foreign language or at least an interest in learning other languages is required. We will need keys, bass, drums, guitar and percussion.
- **Songwriting Workshop: (open to VM and IM)**
Whether you are a beginning songwriter, just a lyricist, just a composer, or someone who has never written a song in your life, this elective workshop-style class will provide students with techniques and tools for writing a great song. In this course, students will learn about song form and structure, melody, rhyme scheme, use of imagery and metaphor, lyric setting, harmonizing a melody, basic song notation, chord progressions, accompaniment, song performance and more. This course is open to both instrumental and vocal music students. Basic guitar/keyboard/ukulele skills recommended but not required.
- **Voice Technique Clinic: (open to VM and IM – limited enrollment)**
Voice clinic will provide an opportunity to have one on one time to work on vocal technique. Students will also observe mini-lessons of other classmates and discuss pedagogy. As the year progresses, we may practice student teaching skills. Open to any student who wants to improve their vocal technique—beginners and experienced singers are welcome.
- **Piano Elective: (open to IM and VM – limited enrollment)**
Description TBA.
- **AP Music Theory: (open to VM and IM – placement exam required)**
The AP Music Theory course is a culmination of all theory coursework previously taken at Oakland School for the Arts, as well as the addition of more advanced concepts and practices in preparation for the AP Music Theory Exam. It will include college-level theory and Aural Skills coursework. Special emphasis will be placed on consistent training and assessment of listening skills as they relate to all techniques, practices, and compositional devices studied throughout the course.
- **Broadcasting: (open to VM and IM)**
Description TBD
- **Vocal Pop Lab: (open to VM and piano accompanist)**
Description TBD

- **Studio Composition: (open to VM and IM – portfolio required, Vocal Theory 3 pre-requisite)**
MIDI Production is an introduction and overview of the MIDI music making process. Working with MIDI gives individuals the freedom to take control of their entire project, controlling instruments and arrangements, right down to the individual notes. MIDI or Musical Instrument Digital Interface is a music industry standard computer language that communicates the information contained in a musical performance. We will be looking at the tools, methods, ideas and some helpful tricks used in building a comprehensive MIDI project. MIDI Production will be using Logic Pro X as it's main Digital Audio Workstation. Within Logic Pro X we will cover the program basics, as well as the plug-ins and built in processing available on the workstations. Spanning from basic audio signal processing to original audio synthesis we will create and manipulate audio with MIDI.

- **PLEASE NOTE: These elective ensembles are only open to Vocal Music HIGH SCHOOL students and take place every Monday during arts block.**

VOCAL MUSIC STUDENT EXPECTATIONS:

Students are held to high behavior standards in Vocal Music class and will be graded on their adherence to these standards. All students must sign and submit the Vocal Music Department Contract (at the end of this document). This contract defines the consequences for failure to adhere to these behavior standards, and requires that they commit to the following expectations.

Students are expected to:

- Come to class on time and prepared: (come with pen, pencil, notebook, homework assignments)
- Be enthusiastic and willing about learning and singing at all times
- Be focused in rehearsal
- Hold teachers and peers in high regard at all times
- Speak respectfully to all teachers, both academic and arts
- Be quiet and mindful in the hallways and in the classroom
- Remain quiet and respectful while other sections are rehearsing
- Remain engaged while singing
- Adhere to teacher's directions
- Contribute to a peaceful and safe classroom environment
- Refrain from using cell phone during class
- Be prompt, punctual, and prepared for class

MUSIC DEPARTMENT ELIGIBILITY POLICY

- **GPA:** Any student that falls below a 2.0 cumulative GPA (arts + academics) will be considered ineligible to perform for the next quarter. Arts Chairs will assess a student's GPA at the end of each quarter when grades "lock". Art chairs will communicate eligibility status at the beginning of each quarter with families of students who are not eligible to perform.
- **INVOLVEMENT IN OTHER SHOWS:** Any Music Department student that is ineligible may not participate in another department's show during the quarter that they are ineligible.
- **TRIPS:** Any special trips or concert tours taken by the department will be subject to a different set of eligibility requirements and expectations. Those requirements will be communicated to families on trip years.
- **SPECIAL ENSEMBLES:** Some of our high level ensembles may have a specific GPA requirement determined by the teacher of the ensemble: i.e. Vocal Rush.
- **STUDENTS WITH IEPs and 504 PLANS:** Due to the fact that students' disabilities manifest in a variety of ways, students with IEPs may require alternate eligibility criteria. When this is the case, the IEP team will discuss and document the alternate eligibility criteria, in conjunction with the arts teachers

whenever possible, and notify the Arts Chair of the modified requirements.

- **ATTENDANCE REQUIREMENTS AT DRESS REHEARSALS AND SHOWS:** Any student that misses a dress rehearsal or show-day rehearsals will not be allowed to perform in that particular show. Exceptions will be made only if there are extenuating circumstances that prevent a student from coming to school i.e. illness, family emergency, etc...
- **ATTENDANCE IN CLASS:** Attendance is not part of the eligibility requirement but it is an important part of a student's grades in all Vocal Music classes.
- **ELIGIBILITY IN OUTSIDE DEPARTMENTS:** No student who is deemed ineligible within their own department may participate within another department's show for the ineligible period. Departments using students from another department must first clear that student with their department chair(s) prior to casting them in outside department show/program.

** Note that participation in school performances is contingent on a student's academic as well as their disciplinary standing. Students not in good disciplinary standing may be ineligible to participate in performances. Additional performance requirements may be requested by the Vocal Music Department Chair, pending the requirements of the show at hand.

DEPARTMENT TRIPS:

Every other year, our department takes a small group of students on a concert tour. Past tours have included destinations such as Italy, Puerto Rico, and New Orleans. These concert tours are not mandatory nor are they a part of the regular curriculum offered at OSA. They are considered enrichment opportunities for our students and have a specific set of requirements that will be announced at the beginning of the school year.

COMMUNICATION:

Our main form of communication as a department is through email. We send out periodic announcements including a monthly newsletter. These email messages help parents stay on top of news, events and issues at the school. Please go online to <http://eepurl.com/wl5Kb> to submit or update your contact information for our Vocal Family Directory. If you are having difficulty receiving the email blasts, let the Vocal Music Department chair know.

VOCAL MUSIC APT LEADERSHIP ROLES:

The Alliance of Parents and Teachers (APT) at the Oakland School for the Arts is an organization of parents, faculty, and staff in support of OSA students and programs. The goals are to promote open communication among parents, teachers and administrators; encourage parental involvement in school activities; support the art emphases; and promote and develop school and community partnerships for academic and artistic excellence.

Why do we need a Vocal APT?

The funding that the school provides covers some staff salaries, academics, and general operation costs of the school. Every event, concert, and activity that each department does is funded and supported solely through the work of the Vocal APT. For example, if we want to have a holiday concert, we must raise the money for the venue, the sheet music, our sound engineer, etc... In order to have a robust, thriving program, we need to have the support of ALL of our Vocal families.

See expectations below:

1. **Contribute a required minimum of 15 hours per year of volunteer help for the department**
2. Attend every Vocal APT meeting
 - a. *Each APT meeting you attend counts as 1 volunteer hour*
 - b. *The remaining 5 hours can be used towards events, concerts, and department related activities*
3. Participate in one Vocal APT committee
4. Participate in every fundraising activity the department holds
5. Read your email regularly for updates, opportunities and information

Vocal APT Leadership Structure:

Our Vocal Music APT consists of the following leadership structure. These roles are open to all parents that are interested. The duties for each role are listed below. For every position, we have both a middle school and high school representative so that duties can be divided and shared between both leaders.

Co-Presidents: (2 people)

- Set agenda for each Vocal APT meeting
- Manage committee heads
- Attends every Vocal APT meeting and main events and concerts
- Communicate directly with Ms. Menzies
- Assess and report Middle School and High School needs
- Manage all government officers

Communications: (Internal to Vocal and the OSA community: 1 person)

- Send regular communication to the Vocal Dept. families
- Produce and Send the Vocal Newsletter
- Attends all Vocal APT meetings
- Sends out post meeting updates after each APT meeting
- Set up and maintain an email group separate from school blasts
- Maintain the Vocal Music directory
- Collaborate and update Vocal Facebook page
- Set up and manage Volunteer Spot online
- Works in collaboration with External Communications to ensure consistent messaging and efficient coordination to avoid duplication of effort
- Handles all in-school communication between Vocal and other emphases
- Handles all in-school communications between Vocal APT and admin
- Works closely with the Volunteer Coordinator to recruit and manage volunteers via the online recruitment tool

Marketing: (External Communications: 1-2 people)

- Work with committee to carry out Public Relations Plan
- External Communications with community outside of OSA
- Write press release for notable dept. events and activities
- Interface with Heidi Cregge, Donn Harris, and Ms. Menzies to promote Vocal Dept. events and successes
- Collaborate and update on Vocal Facebook page
- Attends all APT meetings
- Works in collaboration with Internal Communications to ensure consistent messaging and efficient coordination to avoid duplication of effort
- Develop and lead marketing plan for all calendared department events:
 - Radio, TV, Social Media, Print and Electronic Media
 - Approve all content with OSA leadership above
 - Manage street team marketing

Volunteer Coordinator: (1 person)

- Be the lead on-site Volunteer Coordinator for all events
 - Checks volunteers in, distribute badges and organizes and distributes volunteer resources
- Recruit and engage volunteers
- Support and sustain volunteer resources

- Organize volunteer acknowledgement and appreciation
- Attends all APT meetings
- Works closely with the Internal Communication to recruit and manage volunteers via the online recruitment tool

Treasurer / Co-Treasurer: (2 people)

- Attend all Vocal APT meetings and main events
- Responsible for the collection of Vocal revenue
- Depositing money within 2 business days of event
- Keeps excel spreadsheet to report monthly on Vocal budget and fundraisers
- Allocates and tracks Vocal Dept. expenses and revenue.
- Has flexibility to be at school during regular school hours to deposit and collect money and interface with the finance staff.
- Attends all APT meetings

Merchandise Manager: (1 person)

- Attends all Vocal APT meetings
- Manages merchandising orders and sales
- Responsible for keeping merchandise organized
- Transports merchandise to and from Vocal Department events

Event Production: (1-2 people)

- Manages Ticket Sales and Box Office
- Manages Stage Management team in collaboration with staff
- Develop plan for food and decorations as needed
- Assesses Volunteer Needs
- Interfacing with all the other committees re: event logistics and promotion
- Attends all Vocal APT meetings

Choir Parent Lead: (1 per choir)

- This individual is the primary “go-to” person for the Vocal Music Faculty Ensemble Director and the Vocal Music APT Leadership in facilitating communications and choir related activities.
- Parent Leader during Vocal APT meeting Choir Breakout Groups
- Choir Parent Communication via email
- Liaison with Vocal Music Faculty & Department Chair
- Coordinator of gigs/events
- **Job description:** This parent will be asked to carry forward plans, opportunities, questions, or concerns from the choir parents to the respective Choir Director. The Choir Lead will be asked on occasion to represent the respective choir at VM APT Leadership planning meetings for major events and performances. Essentially, they act as a vehicle of communication and organization for the choir.
 - The Choir Lead will collect and maintain electronic (email) and phone contact information for at least one parent of each student in the choir throughout the year. The Choir Lead may choose to create a small email group as a means to contact just that respective choir parent group about specific business pertaining to the group. Items such as carpooling, gig 1-sheets, concert attire, etc... will all be emailed through the Choir Lead
 - The Choir Lead collects suggestions from the parent group regarding potential gigs and is the primary person presenting potential gig opportunities to the respective Choir Director. Note: *Any potential gig opportunities will need to fill out an “VM Performance Request Form” that outlines our department requirements and fees to secure an choir from VM. This form can be downloaded on the VM website. Additionally, it is the Choir Director’s sole discretion to

implement / waive the choir fee as well as approve / deny a gig suggestion, depending on appropriateness for the choir

- The Choir Lead leads discussions during our choir breakout time at our monthly VM APT meetings. Additional responsibilities include arranging end of the year parties and social gatherings for the students and families of the choir.
- **Time Commitment:** The level of effort includes attendance at the monthly VM APT Meetings (2 hours), capturing, coordinating and communicating choir related activities (6-8 hours / month), and attending 2-3 VM APT planning meetings over the school year.

CHOIR OFFERINGS AND REQUIREMENTS: 2015 - 2016

(Syllabi and detailed course offerings will be made available at the start of the 2014 – 2015 school year)

• **MIDDLE SCHOOL:**

• **Foundational Choir: No Audition Required**

- Faculty Instructor: Ms. Valerie Troutt
- Open to all Vocal 6th – 8th graders
- Beginning Vocal Ensemble
- Reinforces foundational principles of choral singing
- Emphasis on simple sight-reading, blend, tone quality, dynamics, and vocal control
- Most repertoire is accompanied
- Simple 2 and 3 part harmony
- Intro to stage presence and delivery
- Foundational principles of professionalism and discipline in a choral setting
- Repertoire Genre: Folk, World, Classical, and some contemporary

• **Select Ensemble: Audition Required**

- Faculty Instructor: Mr. Solas Burke-Lalgee
- Open to all Vocal 6th – 8th graders
- Intermediate Ensemble
- Intermediate level of sight-reading
- Ability to sing as a soloist in a variety of genres
- Repertoire is both A' Cappella and accompanied
- Intermediate level 3 and 4 part harmony
- Demonstrates intermediate level of stage presence and delivery
- Demonstrates professionalism and discipline in an ensemble setting
- Ability to sing in a variety of genres as a soloist and an ensemble member

• **Encore: Audition Required**

- Faculty Instructor: Ms. Lisa Forkish
- Open to 7th – 8th graders only
- Small Advanced Ensemble: 5 – 10 students total
- Repertoire: Contemporary A Cappella, Jazz, Barbershop
- Students learn most music independently (through the use of MP3s) and some in-class rehearsal time.
- Exposed to a variety of advanced 3 – 4 part harmony
 - 1 – 2 on a part for most songs
- Pulls from contemporary A Cappella model in which there are one to two lead vocalists, backed by singers imitating instruments.
- Advanced level of sight reading
- Advanced ability as a soloist
- Advanced ability to hold part and sing in tune

- Advanced level of stage presence and delivery
 - Demonstrates model behavior and professionalism in the School of Vocal Music
- **HIGH SCHOOL:**
 - **One Voice Ensemble: No Audition Required**
 - Faculty Instructor: Mr. Solas Burke-Lalgee
 - Open to all Vocal 9th – 12th graders
 - Foundational Vocal Ensemble
 - Reinforces foundational principles of choral singing
 - Emphasis on simple sight-reading, blend, tone quality, dynamics, and vocal control
 - Repertoire is accompanied
 - Beginning level 3 and 4 part harmony
 - Fundamental stage presence and delivery
 - Fundamental principles of professionalism and discipline in a choral setting
 - Repertoire Genre: Folk, World, Classical, and some contemporary
 - **Chamber Choir: Audition Required**
 - Faculty Instructor: Ms. Cava Menzies
 - Open to 9th – 12th graders
 - Intermediate Ensemble
 - Intermediate level of sight-reading
 - Ability to sing as a soloist in a variety of genres
 - Repertoire is both A' Cappella and accompanied
 - Intermediate level 4 and 5 part harmony
 - Demonstrates intermediate level of stage presence and delivery
 - Demonstrates professionalism and discipline in an ensemble setting
 - Ability to sing in a variety of genres
 - **Vocal Rush: Audition Required**
 - Faculty Instructor: Ms. Lisa Forkish
 - Auditions take place in the spring prior to each school year
 - 2014 –2015 Vocal Rush is already cast
 - Open to 9th – 12th graders only
 - Small Advanced Ensemble: 8 - 14 students total
 - Repertoire: Contemporary A Cappella (Soul, Pop, Rock, RnB)
 - Students learn most music independently
 - Exposed to a variety of advanced 6 - 10 part harmony
 - 1 -2 on a part for most songs
 - Pulls from contemporary A Cappella model in which there are one to two lead vocalists, backed by singers imitating instruments and vocal percussion
 - Ability to do choreography while singing
 - Advanced level of sight reading
 - Advanced ability as a soloist
 - Advanced ability to hold part and sing in tune
 - Advanced level of stage presence and delivery
 - Demonstrates model behavior and professionalism in the Vocal Dept.
 - Students perform frequently

COSTUME REQUIREMENTS:

As we perform at both our school and throughout our community, it is important that our students have professional looking concert attire. We have decided to compile a list of items that all Vocal students need to have as part of their concert wardrobe. Vocal faculty will mix and match items listed below to fit each concert's need. Any additional items needed for specific choirs are listed directly below the general list. Items can be

purchased anywhere, and we highly recommend the use of discount stores, thrift stores, etc...If a student already has the listed items below, there is no need to purchase “new” attire.

All attire must be cleaned, ironed, and performance ready.

ALL VOCAL STUDENTS: (MIDDLE AND HIGH SCHOOL)

All Vocal students must have the following items in their performance wardrobe. You will notice some overlap in the general requirements and the choir requirements, depending on the choir assignment.

- White collared button-down shirt (long-sleeved or 3/4 length sleeved)
- Black collared button-down shirt
- Black dress slacks
- Khaki dress slacks
- Black dress shoes (heels or flats are ok, must be close-toed)
- Solid colored tie (any color is OK)
- Dark colored denim jeans (in good condition-no holes or fades)

VOCAL RUSH:

- Multiple costumes, communicated by Ms. Forkish at the start of the school year

CHAMBER CHOIR:

- Dressy Black and Gold (more info communicated by Ms. Menzies at the start of the school year)

ONE VOICE ENSEMBLE:

- Ladies: Formal black attire (dress or blouse with skirt/pants), black close-toed dress shoes
- Men: Black button-down, black slacks, black dress shoes

ENCORE:

- White button-down shirt (sleeveless or short-sleeve)
- Black stockings
- Black suspenders
- Saddle shoes
- Bright colored circle skirts (colors chosen at the start of the school year)

SELECT ENSEMBLE:

- White button-down shirt
- Black dress slacks
- Black dress shoes (close-toed)
- Solid color tie (bold, bright colors)

FOUNDATIONAL ENSEMBLE:

- White button-down
- Black slacks/skirts
- Black dress shoes (close-toed)
- Solid color scarf (bold, bright colors)

VOCAL MUSIC DAILY SCHEDULE 2016 - 2017

Period	Monday	Tuesday	Wednesday	Thursday	Friday
Period 4 (MS)	MS Solo Rep Plette: 6 th (302) Troutt: 7 th (216) Lalgee: 8 th (250)	Foundational Choir Troutt (302) <hr/> Select Ensemble Lalgee (216) <hr/> Encore Forkish (250)	Music Theory Plette: 1 (227) <hr/> Troutt: 2 (302) Lalgee: 3 (216)	Foundational Choir Troutt (302) <hr/> Select Ensemble Lalgee (216) <hr/> Encore Forkish (250)	Music Theory Plette: 1 (227) <hr/> Troutt: 2 (302) Lalgee: 3 (216)
Period 5 (MS)	Continued...	Continued....	Aural Skills Plette X 1 (227) <hr/> Troutt: 2 (302) Lalgee: 3 (216)	Continued....	Aural Skills Plette X 1 (227) <hr/> Troutt: 2 (302) Lalgee: 3 (216)
Period 7 (HS)	Elective Ensembles <hr/> Plette: Voice Technique 402 (NB) <hr/> Thompson: Radio Broadcasting 409 (NB) <hr/> Troutt: Songwriting 324 Menzies: NOLA Ensemble 302 Lalgee: Vocal Pop Lab 316 Additional Courses Offered through IM	Solo Rep Rotations McKenzie: Jazz (324) <hr/> Plette: Classical (302) Lalgee: Musical Theatre (205) Troutt: Contemporary Styles (316)	Music Theory Plette: 1 (316) <hr/> Menzies: 2 (302) Lalgee: 3 (205) <hr/> Music History AP Theory (pre-requisite) (403) MIDI Composition (pre-requisite) (studio)	Solo Rep Rotations McKenzie: Jazz (324) <hr/> Plette: Classical (302) Lalgee: Musical Theatre (205) Troutt: Contemporary Styles (306)	Music Theory Plette: 1 (316) <hr/> Menzies: 2 (302) Lalgee: 3 (205) <hr/> Music History AP Theory (pre-requisite) (403) MIDI Composition (pre-requisite) (studio)
Period 8 (HS)	Continued...	One Voice Lalgee (205) <hr/> Chamber Choir Menzies (302) <hr/> Vocal Rush Forkish (316)	One Voice Lalgee (205) <hr/> Chamber Choir Menzies (302) <hr/> Vocal Rush Forkish (316)	One Voice Lalgee (205) <hr/> Chamber Choir Menzies (302) <hr/> Vocal Rush Forkish (316)	One Voice Lalgee (205) <hr/> Chamber Choir Menzies (302) <hr/> Vocal Rush Forkish (316)
Period 9 (HS)	Continued...	Continued...	Continued...	Continued...	Continued...

SCHOOL OF VOCAL MUSIC CALENDAR 2016 – 2017

August 29th: First Day of School

September 6th and 8th: State of the School Address

September 13th: First Monthly VM APT Meeting

October 11th: Monthly VM APT meeting

October 28th: End of Q1

November 8th: Monthly VM APT meeting

November 21st – 25th: Thanksgiving Break

December 10th: Vocal Music Winter Concert

December 13th: Monthly VM APT meeting

December 19th – January 3rd: Winter Break

January 10th: Monthly VM APT meeting

January 23rd – 27th: Semester 1 Finals

February 14th: Monthly VM APT meeting

March 14th: Monthly VM APT meeting

March 30th: End of Q3

March 28th – April 1st: Spring Break

April 11th: Monthly VM APT meeting

April 24th – April 4th: Vocal Music Fox Show Tech Rehearsals (afterschool)

May 4th – 6th: Vocal Music Spring Show at the Fox Theatre (Official date TBD)

May 9th: Monthly VM APT meeting

May 30th – June 2nd: S2 Finals for Middle School Students and Seniors

June 5th – June 7th: S2 Finals All Students

June 8th: Graduation