

PCMS Choir Handbook

PCMS Choral Discipline Plan

Classroom Rules

1. Be Respectful to yourself, others and the classroom.
2. Follow directions the first time they are given.
3. Use appropriate language.
4. Be attentive to the teacher.
5. Come to class on time, prepared, and ready to learn.

If you choose to break a rule:

- **FIRST TIME:** One check by name on seating chart. Verbal Warning.
- **SECOND TIME:** Two Checks, Verbal Warning, and 15 seconds of silence served after class.
- **THIRD TIME:** Three checks, verbal warning, 30 seconds of silence after class, and possible seating relocation. Student will schedule a time with the teacher to prepare an Action Plan.
- **FOURTH TIME:** Four checks followed by day lunch detention and parents are called.
- **FIFTH TIME:** Five checks, two lunch detentions, referral written and student sent immediately to the office.
- **SEVERE DISRUPTION:** Student sent immediately to the office.
- **RECURRING BEHAVIOR DISRUPTIONS:** Parents contacted and Action Plan adjusted.

Checks are erased each Friday after school.

If you choose to follow the rules:

1. Praise (daily)
2. PCMS Shining Star (when you go a step above and beyond)
3. Positive Notes home (random)
4. In class time to work on projects or assignments (monthly)
5. Occasional free music days and other fun activities (throughout the year)
6. The joy of learning (each day of the school year)

PCMS Choir & General Music Class Procedures

The following procedures have been created to give you guidance on how to seek help, approach a problem, eliminate confusion, and overall improve focus within the classroom.

Beginning of Class:

As you enter the classroom:

1. Place a check mark next to your name (and only your name) on the attendance roster on the side chalk board at the classroom entrance.
2. Pick up your chair, folder and music portfolio.
3. Make sure you have a sharpened pencil and all of your music!
4. Quietly take your assigned seat.
5. Follow the directions written on the front chalk board. You will have three to five minutes to complete the assignment.
6. When done with the assignment, review the outlined daily activities also posted on the chalk board and look ahead in your music.

End of Class:

As the end of class draws near:

1. Wait until the teacher says, "Have a good day!"
2. Quietly begin packing up your belongings.
3. The quietest row will be dismissed first.
4. Calmly proceed to put away your choir folder and music portfolio.
5. Exit the room.

Getting Help or Talking During Instruction:

If you find you need to ask a question or need to get the teachers attention:

1. Raise your hand and wait to be called upon.
2. Please do not:
 - wave your hand wildly
 - talk out of turn
 - make noise to try and draw attention to yourself.
3. When the teacher reaches an appropriate stopping point in their instruction, you will be called upon and allowed to speak.

Going to the Restroom :

To minimize distraction and your loss of class time, bathroom breaks will rarely be honored during the lesson. if you think you will need to go to the restroom sometime during the hour, please do not wait until it is an emergency, as you arrive at class first:

1. Get the necessary materials (choir folder and music portfolio) as normal
2. Place your belongings and classroom materials at your assigned seat
3. Ask the teacher for permission to go to the restroom
4. If permission is granted, sign out by completing the bathroom sign-out form posted just left of the classroom entrance.
5. Quickly proceed directly to the nearest restroom. You are allowed two minutes.
6. upon returning from the restroom, sign back in by completing the bathroom sign-out form you began before departing.
7. Quietly return to your seat.

Passes:

If you have been issued a pass to depart from class early:

1. At the beginning of class, share with the music teacher your passes destination and departure time.
2. When it is time for departure calmly raise the pass in the air to remind the teacher.
3. When the teacher acknowledges you, quietly collect your belongings and return your choir folder and music portfolio to their proper places.
4. Exit the Choir room and report immediately to the destination marked on the pass.

Pencil Sharpening:

If you find you need to sharpen your pencil during class time:

1. Calmly hold the pencil up as you would raise your hand to ask a question.
2. When the teacher acknowledges you, quietly proceed to the pencil sharpener to sharpen your pencil.
3. When complete, return to your seat.

Handing in Assignments:

When handing in an assignment:

1. Check to make sure the following information is at the top of the page:
 - Your first and last name
 - Subject – Period
 - Complete Date
 - Name of Assignment (if not already present)
2. Pass the assignment all the way to the left end of the row.
3. Person at the left end of the row will calmly pass their papers down to the first row.

When You are Done::

If you complete a task and find that you have extra time:

1. Silently review your music:
 - Look at your part in the classes music, review difficult sections
 - Analyze the text, What is the song about?
 - Circle the dynamic markings
2. Finish a previous music assignment
3. Do an extra credit assignment
4. Write a journal entry about one of your favorite songs and explain in detail why it is your favorite.
5. Read a book

PCMS Choir Concert Attendance Policy

Choir is a performance ensemble. The performance experience is an essential and important part of both the group and the individual. The following concert attendance policy is consistent throughout all performance ensembles at PCMS.

Concerts are required and are each worth one letter grade within the trimester.

Family Emergency or Illness: Students will receive an "Excused" grade for the concert if a written excuse is presented to the teacher within two class periods after the student returns to school. No make-up is necessary.

Other Family Excuses: A written excuse must be presented to the teacher at least ONE WEEK prior to the concert. Students will be responsible for arranging a make-up time to perform concert music for the teacher. The make-up must be completed within two weeks after the concert or the concert will be graded as a "0". The student will receive an "Excused" grade for the concert after the make-up is completed.

There will be NO EXCEPTIONS granted if notes are presented less than one week before the concert. If a written excuse is not presented at least one week prior to the concert or no written excuse is given upon returning to school after a family emergency or illness, the student will receive a "0" for the concert grade and their trimester grade will drop one letter.

PCMS Choir Grading Policy

6th Grade

The following outline will be used for grading during each trimester throughout the year.

Attitude/Participation (Lessons)	60 Points
Attitude/Participation (Large Group)	60 Points
Project	20 Points
Concert	20 Points
Quizzes/Homework	40 Points
Total Points	200 Points
200-189 = A	154-147 = C
188-181 = A-	146-141 = C-
180-175 = B+	140-135 = D+
174-167 = B	134-127 = D
166-161 = B-	126-121 = D-
160-155 = C+	120 & Below = F

PCMS Choir Lesson Rubric

	3	2	1
Attendance and Preparation	Student arrives on time with pencil and required music. Required counting and necessary musical marks are written in to remind the student of difficult passages.	Student arrives less than 5 minutes late or does not have pencil and/or required music.	Student is 5-10 minutes late and does not have pencil and/or required music. Required counting and necessary musical marks are written in to remind students of difficult passages.
Performance and Understanding	Student shows complete understanding of concepts. Student performs with accurate pitches, proper breathing and accurate intonation.	Student shows an average understanding of concepts. Minor errors in pitches, breathing technique and/or intonation. Adjustments are made with minimal guidance from a teacher.	Student shows below average understanding or no understanding of concepts. Major errors in pitches, breathing techniques and/or intonation. Significant guidance is needed throughout the entire lesson from a teacher.