



Hillsboro Community Youth Choir
MEMBER HANDBOOK
Enriching lives since 2005

HillsboroCommunityYouthChoir.org

hcychoir@gmail.com

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Hillsboro, OR 97124

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Welcome to the Hillsboro Community Youth Choir family.

We are excited to work with your students and are dedicated to nurturing them through music education and performance. Please read this handbook carefully as the information will clarify expectations during the upcoming school year.

ABOUT HCYC

The Hillsboro Community Youth Choir (HCYC) is a nonprofit organization that is open to singers in grades from elementary through high school. Our goal is to provide a comprehensive, developmentally appropriate choral education to fit the needs of both beginning and mature singers. We began in 2005 with one choir, and now offer four choirs:

Beginning, non-auditioned choirs:

PRELUDE 1 (grades K-2)

PRELUDE 2 (grades 3-4)

Auditioned choirs:

PREMIERE (grades 5-8)

ENCORE (grades 9-12)

MISSION STATEMENT

The Hillsboro Community Youth Choir (HCYC) is a non-profit organization committed to promoting excellence in choral music and is dedicated to enriching the lives of youth by instilling a life-long love of music through performance and education.

Staff

Ben Noyes,

Artistic Director

Lindsey Lefler, *Prelude Choir*

Director

Susan Gentry, *Accompanist*

Board of Directors

Carol Loughner, *Co-President*

Joyce White, *Co-President & Secretary*

John Hortenstine, *Treasurer*

Betty Adams, *Wardrobe Specialist*

Jan Upton

Tom Tiernan

PRELUDE 1 & 2 CHOIRS

The Prelude Choirs are non-auditioned choirs designed to teach basic musicianship and vocal skills in preparation for our older auditioned choirs.

Lindsey Lefler, director/teacher.

Prelude 1 is for students in grades K – 2.

Prelude 2 is for students in grades 2 – 4.

Rehearsals are on **Mondays** at Hillsboro High School:

Prelude 1 (**4 – 4:45 p.m.**)

Prelude 2 (**4:30 – 5:15 p.m.**)

Prelude choir meets during the full school year from September through May. No rehearsals will occur on vacation days that coincide with those of the Hillsboro School District.

PREMIERE CHOIR

Ben Noyes, director/teacher.

This choir is for students in grades 5 – 8.

Rehearsals are on **Wednesdays** from **4:15 – 6.00 p.m.** at Hillsboro High School.

Premiere Choir meets during the full school year from September through May.

No rehearsals will occur on vacation days that coincide with those of the Hillsboro School District.

ENCORE CHOIR

Ben Noyes, director/teacher.

This choir is for students in grades 9 – 12.

Rehearsals are on **Wednesdays** from **5:30 – 6:45 p.m.** at Hillsboro High School.

Encore Choir meets during the full school year from September through May.

No rehearsals will occur on vacation days that coincide with those of the Hillsboro School District.

ATTENDANCE POLICY

All regular performances are mandatory. Extra performances will be optional (but encouraged, as they are so much fun!)

All rehearsals and retreats are mandatory. (Two excused absences per term will be allowed to participate in the concert.) Premiere & Encore Choirs have a minimum of two retreats. Prelude singers will attend one retreat. Please see the HCYC Calendar for dates.

Singers must arrive on time to rehearsals and performances. If tardiness occurs more than twice in a semester, we will work with the family to resolve this issue.

Students and Parents agree to a full year commitment. If unusual circumstances occur, please discuss them with *Mr. Noyes* or *Ms. Lefler*.

CODE OF CONDUCT AGREEMENT POLICY

HCYC strives to create a safe and loving environment for each student. Please review our policy on the website. We appreciate your cooperation.

REHEARSAL/CONCERT LOCATION

Hillsboro High School
3285 SE Rood Bridge Rd.
Hillsboro, OR 97123

URGENT MESSAGES

In the event of a school lock down or other unforeseen situations...
Hillsboro School District Website – Whenever possible, the District website will be used to communicate information regarding urgent and emergency situations, including inclement weather and school closures. Check the home page at **www.hsd.k12.or.us** for announcements and updates.

PARENT/GUARDIAN RESPONSIBILITIES

Prompt arrival and departure for rehearsals and concerts.

The designated driver must sign out all the singers in his or her car pool. Encore choir members may sign out, with written permission from parent/guardian.

If absence is necessary, please notify us via email:

hcychoir@gmail.com.

Please do not schedule any appointments or other activities during rehearsal or performance times. (*See attendance policy on previous page.*)

For general inquiries and/or concerns, email **hcychoir@gmail.com** and state the nature of your concern. Your question will be directed to the appropriate staff or board member who will respond promptly.

Please make us aware of any food allergies.

Inform us of any physical limitations.

*Attend the **Parent Meeting** at the beginning of the singing season.*

NEW THIS YEAR...

Our Artistic Director, *Ben Noyes*, will inform you about choir events every Sunday evening via email. Please check email regularly to ensure timely receipt of important choir updates and information. Notify us of any email address changes right away at **hcychoir@gmail.com**.

VOLUNTEER!

You will have opportunities to volunteer your time and abilities to HCYC. There are several ways to help the choir run smoothly. Help is needed at the rehearsals, retreats, performances, fundraisers, and other activities. We will communicate our needs through email or telephone.

TUITION

Tuition is due on or before the first rehearsal. If you need to make arrangement for payments or financial assistance, please contact *Joyce White (503-640-6588)*.

Prelude 1 & 2 choirs – Tuition is **\$185**

Premiere and Encore choirs – Tuition is **\$350**

Please make checks payable to HCYC and include the name of the choir member with the check. Payment may be brought to the first rehearsal or mailed to...

1228 NE Oleander Ln.

Hillsboro, OR 97124

For students joining in January, tuition is due by the first rehearsal. The adjusted tuition will be:

Prelude 1 & 2 choirs – **\$100**

Premiere and Encore choirs – **\$200**

We offer a 15% sibling discount:

Prelude Choirs – **\$157** per additional child

Premiere & Encore Choirs – **\$297** per additional child

Financial Assistance

It is our goal to include all eligible singers regardless of financial means. Applications for financial assistance are available at the first parent meeting, at the first rehearsal, or on our website.

Refund Policy

HCYC does not refund tuition. If there are extenuating circumstances, the Board of Directors may consider a partial refund.

CONCERT TICKETS

For our regularly scheduled concerts, adult tickets are \$5 and Middle School and under are FREE. HCYC concert tickets are available at the door or online on the home page under upcoming events at **<http://www.hillsborocommunityyouthchoir.org>**.

At concerts where HCYC members are invited guest performers, the cost of tickets is determined by the host organization.

CONCERT DRESS

Betty Adams, Wardrobe Specialist, is available to handle any needs and questions. She can be reached at **503-848-5891** or **bettyadams830@gmail.com**.

If you'd like to buy, sell, or trade concert attire, please visit the Uniformee website: **www.uniformee.com?org=HCYC**.

General Appearance at Performances

A neat appearance is expected at all performances, whether or not they are formal or informal. Faces must be visible. Hair will be pulled back away from the face if necessary. **No jewelry, bright hair ornaments, or fragrances are to be worn.**

Formal Performance Attire

Prelude Chords:

Girls must purchase a white shirt through the Wardrobe Specialist. Payment is due at the time of ordering. A black skirt or pants, black shoes and black stockings are required.

Boys must wear a white long-sleeved dress shirt. Black dress pants, black dress shoes and black socks are required.

Premiere Choir:

Girls must purchase a black formal top through the Wardrobe Specialist. Payment is due at the time of ordering. A black skirt or pants, black shoes and black stockings are required.

Boys must wear a black long-sleeved dress shirt and a black tie. Black dress pants, black dress shoes and black socks are required.

Encore Choir:

Girls must wear a black, full-length dress ordered from by the Wardrobe Specialist. The dress must be hemmed to the top of the shoes. Dress measurements will be done during rehearsals. Payment is due at the time of ordering. Black shoes and black stockings are required.

Boys must wear a black long-sleeved dress shirt and a black tie. Black dress pants, black dress shoes and black socks are required.

Informal Performance Attire

All Choir Members:

Wear a HCYC T-shirt, dark colored pants or nice (no holes) jeans or skirt. **NO SHORTS.**



