



A Tradition of Excellence

# PARENT HANDBOOK 2017-2018

The Logan Show Choir Parent Organization meets the 2<sup>nd</sup> Monday of every month at 6:00pm in the LMC at Logan High School.

# The Class Act and Classy Ladies

## Show Choir Expectations

Welcome to the Logan Show Choir family! Show choir is a very unique experience yet functions a lot like a team sport. As with any team, every member is expected to consistently work hard so all involved can continually improve and work towards the collective goals of the group. If all are dedicated to and focused on the goals of the group, we will have an extremely rewarding season and progress musically, physically, socially, and emotionally.

### All members will:

Maintain a positive attitude

Focus and improve throughout each rehearsal

Attend and actively participate in all rehearsals and performances

Show respect to all participants, directors, clinicians, parents, and competitors

Keep an open mind and be willing to try new methods

Help others when in need and seek help when needed

### Importance of Scheduling and Responsibility

There are no second-string players or back-ups in show choir. The Logan Show Choirs do not use “rovers” in our shows. Each member is held responsible by themselves as well as by the group. Show choir is unique due to the fact that everyone is a starter, regardless of position on stage, and all are expected to perform cohesively at a high level. This is achieved through group rehearsals and teamwork.

**1. Choir Requirements:** Show choir is an extension of the curricular choir offerings at Logan High School. By making the commitment to being a singer/dancer you are also making a commitment to participate in one of the curricular choirs offered at Logan High School.

**2. Band Requirements:** Show band is also an extension of the curricular band program at Logan High School. By committing to the show band you are also committing to participate in curricular band at Logan High School.

**3. Rehearsal Attendance:** Members of The Class Act, Classy Ladies, show band, and stage crew are expected to arrive early for all rehearsals. All absences must be communicated and excused with the directors prior to absence. The directors will review any unexcused absences. Consequences could include student not being allowed to perform. If a student is not allowed to perform, they are still expected to participate in all rehearsals as well as be in attendance at the performance. Continued unexcused absences may result in dismissal from the group.

A pre-approved absence form will be in the choir room and must be filled out prior to any missed rehearsals.

### 4. Regular Rehearsal Schedule:

The Class Act:	Mondays 6:00-9:00pm	Thursdays 3:30-7:00pm
Classy Ladies:	Mondays 3:45-6:00pm	Thursdays 6:00-8:00pm

**5. Workshops and Camps:** The Class Act and Classy Ladies have several workshops and camps to teach vocals and choreography as well as to clean and refine both shows. Dates will be communicated with families and it is mandatory that students be in attendance.

**6. Competition and Performance Attendance:** All singer/dancers, show band, and stage crew are expected to be at every performance and competition unless it is pre-approved by the directors. This includes performances by only one of our groups. Members of the other group are expected to be in attendance to cheer on and support our program. Mark your calendars now! Exceptions will be made for unexpected athletic playoff dates, in which case you will have the choice to play or perform. An unexcused absence at a competition or performance may result in dismissal from the group for the remainder of the season. If communicated early enough, schedule modifications may be possible in the event of a major conflict so that the student is able to be at both show choir and the other event. Students missing any competition or performance for any reason will be of the understanding that this may limit solo opportunities and blocking placements.

**7. Excused vs. Unexcused Absences:** Excused absences must be communicated and approved by directors prior to said absence. An unexcused absence is one that is not communicated prior or is communicated but not approved. Emergency situations may be accommodated.

**8. Grades:** Grades are the number one priority for students in the Logan Show Choirs. If a student receives 2 or more "F's" they will not be allowed to perform until all grades have been brought up to passing. This is school district and WIAA policy.

**9. Contract:** Parents and students will sign a contract stating that they understand the guidelines and expectations of being a member of the Logan Show Choirs and the Logan Show Choir Parent Organization.

### **Multi-Activity and Absence Protocol**

It is the philosophy of the Logan Show Choirs that students are allowed and encouraged to participate in other activities. We work alongside other curricular, co-curricular, extra-curricular, and outside activities to make this possible. Protocol for splitting time with other activities is detailed below. Communication prior to any conflicts is key. Notifying the directors after the fact is inconsiderate to your teammates. If a last minute conflict occurs, contact the directors directly.

Consequences for not following protocol may result in ineligibility to perform or dismissal from the group.

1. **Rehearsal:** Follow the 50/50 rule. Split your time evenly between both activities.
2. **Show Choir rehearsal and Co-Curricular game/competition:** It is expected you participate in the game/competition and come to rehearsal before or after (if possible).
3. **Show Choir Performance and Co-curricular activity practice/rehearsal:** It is expected you will attend the show choir performance.
4. **Show Choir Performance and Co-curricular activity game/competition:** You will be asked to choose between the events. In this case, your decision will come without

consequences, but know that major conflicts will affect blocking for the rest of the group. We only have 4-6 competitions so conflicts with these events should be carefully considered.

5. **Excused absences:** School sponsored activities (with prior approval), family emergencies, school/class meetings, sickness (you are expected to communicate sickness immediately for liability issues), holiday observations. Excused absences must always be pre-approved.
6. **Unexcused absences:** Work, social events, nonemergency medical visits or non-specialist medical visits (please schedule these visits outside of scheduled rehearsals), haircuts, dental visits, etc. Homework: You are a student first and a musician/athlete second. Part of being a student athlete is knowing how to organize homework schedules and activity participation. Missing rehearsals or performances to do homework will not be an excused absence and you may be assessed for academic probation if this is an issue. Special situations may be accommodated.

### **Behavior, Costume, and Make-Up Expectations:**

1. **General:** All members of the Logan Show Choirs will ride the bus to and from competitions and performances with the exception of local events. All members will stay for the duration of the competition or performance. You will listen to and show respect for the adult chaperones, parents of the host school, other students, and other directors. You will be in costume and ready to go at least one hour prior to performances. You will watch other performances throughout the day in the performance space or alternate viewing area. You will cheer on and support other groups that are performing or competing.
2. **Bus rides:** The buses will be kept clean by students. Anything brought onto the bus needs to also be removed from the bus. Any movies will be rated PG-13 and under. Significant others are not allowed to share seats.
3. **Activities Code:** Students will sign and follow the Activities Code as approved by the school district of La Crosse and the WIAA.
4. **Costume Care and Responsibilities:**
  - a) Each show choir would like 2-4 parents/guardians to act as liaisons. At least one of these people needs to have sewing skills necessary for emergency costume repairs.
  - b) Each show choir needs a team of sewing/costume parents/guardians. This team will be responsible for assisting with and carrying out any alterations needed throughout the season. The majority of major sewing work and time will occur at the beginning of the season when costumes begin to arrive. This team does not need to be the same as the team of liaisons.
  - c) Our costumes are a vital piece of our shows and make up a large piece of our annual budget. They need to be in presentable condition for every performance. It is the students' responsibility to ensure that all costume pieces are present and that costumes arrive to performances. It is recommended that you pack your bag the night before a performance or competition and check it again in the morning before you leave home. No one will be allowed to perform with an incomplete, soiled, or damaged costume.
  - d) The cost of repairing or replacing any costumes should they become lost, stolen, destroyed, or damaged is the responsibility of the individual.

- e) Organize and store costumes in the proper location and manner at all times.
- f) Costumes will be taken out of garment bags immediately after performances so they can air out to help retain quality.

**5. Make-Up, Hair, and Undergarments:** All members will be informed of the expectations pertaining to make-up, hair, and undergarments. These expectations will be decided by the directors and will be followed by all members with no exceptions.

**6. Set-Up and Tear-Down:** Everyone will help with set-up and tear-down. Jobs will be assigned for stage set-up for both groups and students will complete their jobs in a timely manner before and after performances. Students will also help set the stage before and after rehearsals as needed.

**7. Load In and Load Out:** Everyone will help load all equipment necessary onto the bus or into the trailer before and after performances or competitions. Double-check everything before loading the bus or trailer. Do not assume that everything has been loaded unless we have double-checked. If possible, we will always try to unload equipment at competitions the night before.

**8. Rehearsal Shirts:** Students are given rehearsal shirts at the beginning of each season. These shirts are to be worn at all rehearsals and some early performances. This helps with blocking and cleaning. The exception to this will be choreography camp. Shirt colors will be communicated prior to camp.

**9. Academic Releases:** There may be occasions when a performance, competition, or trip may take the students out of the school day. Performers are expected to communicate with teachers in a timely fashion and ensure that all homework, projects, and tests are taken care of before the missed class period.

### **Parent/Guardian Responsibilities and Requirements**

All parents/guardians of Logan Show Choir members are automatic members of the Logan Show Choir Parent Organization or the LSCPO. The Logan Show Choirs could not exist without the support and involvement of the LSCPO. The main focuses of the LSCPO are fundraising, all events leading up to Showcase, chaperoning, and being the most supportive fans our kids could ask for! We hope that you will take an active role in supporting the Logan Show Choirs. Please mark your calendars now for the scheduled performances, festivals, and competitions.

**Fees:** The Logan Show Choirs are almost entirely funded by our parent organization (LSCPO), through activity fees paid by each member, and through fundraisers throughout the season.

<b>The Class Act Activity Fee:</b>	<b>\$450.00</b>
<b>Classy Ladies Activity Fee:</b>	<b>\$350.00</b>
<b>Show Band Activity Fee:</b>	<b>\$150.00</b>
<b>Stage Crew Activity Fee:</b>	<b>\$100.00</b>

**A \$50 deposit is required for all singer/dancers at the beginning of vocal camp in August.**

*Starting this season, activity fees will now be all-inclusive. This will eliminate the need to charge for incidentals throughout the season and will allow everyone to be able to more accurately budget payments. One overnight, all t-shirts worn by students (rehearsal, spirit, and invite), shoes, make-up, and The Class Act track jacket are some of the necessities included in the activity fee.*

**Payment on student accounts is expected each month of the season. This includes the summer months!**

If this is financially impossible, several options exist:

- Participate in fundraising and volunteer opportunities to lower the amount owed or even pay your entire activity fee!
- Pay fees in full at the beginning of the season and receive a 10% discount
- Pay your fees on a monthly basis - contact the LSCPO treasurer to set-up a payment plan.
- Financial Aid for up to half of the activity fee is available to those who apply for it. Contact the LSCPO treasurer or a director for details about how to apply.

The LSCPO will not let financial concerns be the reason a student cannot participate in show choir. For this reason, financial aid will be offered to those who request it and meet the requirements.

**Starting with the 2017-2018 season, students will not be allowed to audition for the next season until fees from the current year are paid in full. This mandate will be effective for all students for the 2017-2018 school year. Balances from prior years will be exempt from this rule but will still need to be paid in full in order to graduate.**

The Logan Show Choir Parent Organization has a budget of approximately \$65,000 per year (about \$812.50 per student). Annual expenses include, but are not limited to: costumes, travel, choreography, musical arrangements and licensing, and competition fees. Funds are brought in through activity fees, fundraising events, sponsors, and profits from the Logan Showcase, Chocolate Soiree, and Spring Spectacular.

Money collected is placed in one of two accounts: individual student accounts or the general fund. The general fund pays for expenses that are responsibilities of the entire group. Parents/Guardians will receive monthly statements that provide information on your student's credits and balance. We appreciate prompt payment to maintain an adequate cash flow. A treasurer's report will be given at the beginning of each monthly meeting that will summarize our financial state.

Any overpayment to a student's account will be rolled over to the following season for that student. If you have overpaid during your final year as a member of the Logan Show Choirs, the overpayment will become a donation to the general fund.

While it is the goal of the LSCPO Board to allow all qualified students to participate in show choir regardless of their ability to pay, the Logan Show Choirs would not exist without financial support. The Board offers several methods to lessen the financial impact of participation.

## **Fundraising**

Student activity fees cover a fraction of the annual costs generated by our show choirs. To fill the gap, the LSCPO sponsors many fundraisers throughout the year. Parent/guardian volunteers are needed to help make these efforts successful. Some fundraisers offer students the opportunity to earn money for their individual accounts. A list of some of our most successful fundraisers include: Riverfest, Oktoberfest, Kwik Trip Car Wash Cards, butter braids, our Calendar Raffle, the Chocolate Soirée, and the Logan Showcase.

# ***SHOWCASE 2018: FEBRUARY 9 & 10*** ***Celebrating 32 years of excellence!***

**SHOWCASE IS A MANDATORY EVENT FOR ALL PARENTS/GUARDIANS & STUDENTS.**

Please contact the LSCPO treasurer at [treasurer@loganshowchoir.org](mailto:treasurer@loganshowchoir.org) with any financial questions or concerns. Final decisions on financial aid recipients will be made by the LSCPO president and treasurer and will be kept confidential.

**All payments should be mailed to the treasurer at:**

**LSCPO  
P.O. Box 697  
La Crosse, WI 54602**

## **Frequently Asked Questions**

### **Parent process for voicing concerns or questions:**

Please reflect on whether your concern or question is about the LSCPO, fundraising, meetings, etc., or is a concern or question about the show or the directors' specific decisions. If it is a LSCPO question, please email the President or Vice President and they will respond appropriately. The directors have considerable training and experience and will make all decisions based on what they believe is best for the group as a whole. These concerns should not be brought up to the parent board or at LSCPO meetings.

### **What is an invitational or competition?**

Invitationals or competitions are the events at which show choirs compete against one another. These events generally take a full day. Please plan for your child to be at a competition from very early in the morning until very late at night. *Invitationals and competitions are usually the major fundraiser of the year for the hosting choir.*

#### Can I travel with the show choir to a competition?

Any parent who chooses to may come along on any trip as long as there is room on the bus.

#### Are meals provided at competitions?

The cost of meals is not included with the registration fee for competitions. Students will need to bring food and/or money for the cost of food (up to 3 meals). Healthy snacks are encouraged for travel and competitions and a water bottle is a necessity.

#### Who is a liaison and what do they do?

The liaison is a volunteer parent/guardian whose primary function is to act as an assistant to their choir's director(s) in any way that they see fit. The liaisons will be the only extra personnel allowed into rehearsals or clinic days as well as homerooms during competitions.

#### Why do we do so much fundraising?

**The Logan Show Choir Parent Organization (LSCPO) covers all expenses for the show choir program** with the exception of the directors' contracts. The costs for costumes, choreography, music rights and arrangements, etc. for two choirs of 30-50+ students each adds up quickly. Although a sizable amount of money is raised through the activity fees paid by singer/dancers, show band, and stage crew members, it does not cover the entire budget. Our organization chooses to cover the balance of the budget through fundraising. It costs approximately \$800 to put each singer/dancer on stage.

#### I have a fundraising idea. What do I do with it?

Get as many details for your idea as possible and then contact the LSCPO Board or any of the directors.

#### Who picks the songs for the shows? Costumes? Soloists?

These are all decisions made by the directors. Costumes are chosen by the directors, often with input from the choreographer. Soloists are always auditioned and judged with selection going to the student who best fits the needs of each particular solo.

#### Besides my child's activity fee, what other expenses can I expect leading up to and throughout the show choir season?

The following clothing and accessory items, considered "personal", are required to be provided or purchased by each choir member:

1. Garment Bag
2. Panty-Hose
3. Foundational make-up  
Lip color and eye color will be provided by the show choirs.
4. Proper Undergarments (ladies and gentlemen)
5. Show Choir Apparel - fan gear not mandatory for all involved

Students will receive rehearsal shirts, spirit shirts, and a Showcase shirt included in their fee. Each year, both of our show choirs have their own spirit shirts made. Members wear



spirit shirts when they travel to competitions. Spirit shirts help provide group spirit as well as make choir members easily recognizable to one another and distinguish them from other choirs (who will also be wearing their own spirit shirts!) as they sit together watching other choirs. Students are required to wear presentable blue jeans with their spirit shirts.

#### **6. Travel Expenses**

One meal is typically included on the overnight and we always try to stay at a hotel with a continental breakfast. Meals will still need to be brought or money for food needs to be with the student for the actual competition. In the case of the opportunity for a fan bus, the cost of that opportunity will be shared with everyone.

#### **7. Dry Cleaning**

Costumes will need to be cleaned throughout the season as well as at the end of the season before they are inventoried and stored for future use or sale/rent. We have a relationship with a local dry cleaner and that information will be made available to you.

### **\*\*NOTICE\*\***

*This list is intended to give parents/guardians an idea of additional charges that may occur during the show choir season but should not be seen as a guarantee of any kind. The all-inclusive fee will significantly cut back on the amount of additional charges but they still may occur. Directors will make every effort to let parents know of additional charges at the earliest opportunity.*

#### **Annual LSCPO Fundraisers**

These events are currently the largest fundraisers each year for the Logan Show Choirs.

##### **Riverfest**

The LSCPO cleans tables, empties garbage cans, and keeps the food tent area clean throughout the celebration. The shifts are scheduled for 4 hours each between 11am-11pm each day. There are 6 people per shift needed and at least one adult needs to be signed up for each shift. This is a great fundraiser that the entire family can participate in. A Riverfest button is required. This is an individual fundraiser and money earned will go directly toward your student's account.

##### **Oktoberfest - Selling Drink Tickets**

The LSCPO sells drink tickets in the ticket booths at the Southside Fest Grounds. Volunteers must be 21 to work and a button is required. Volunteers who are 18 or older are allowed to sell tickets as well but must be in a booth with someone who is 21 or older. This is an individual fundraiser and money earned will go directly toward your student's account.

##### **Chocolate Soiree**

The Chocolate Soiree is the first official performance of the show choir season for the Logan Show Choirs. It is also the LSCPO's second biggest fundraiser of the year. Logan Middle "Touch of Class" and Lincoln Middle "9<sup>th</sup> Street Connection" join The Class Act and Classy Ladies for a double-performance day. There are two shows with the Taste of Chocolate in the cafeteria in between. Volunteers are needed in many areas: set-up and decorating, ticket sales at the door, set-up of desserts, serving, and clean-up. Parents/guardians are also asked to donate desserts to maximize the profitability of this event. In the past, this event has raised over \$3,000 for the organization.

## **Showcase 2018 - February 9 & 10, 2018**

This is the biggest fundraiser each season! For 31 years we have hosted Showcase with Showcase 2018 being year 32. In 2014 we hosted 28 high school choirs. Most of our operating budget comes from profits from this event. Set-up begins on Thursday night and continues throughout the day on Friday with middle schools performing on Friday night. The Class Act and Classy Ladies perform in exhibition on Friday night as well. On Saturday, the high school choirs compete with finals taking place after dinner. Both of the Logan Show Choirs will perform on Saturday also. Every student involved in show choir is required to work the entire event. Every family is also required to work at least six hours during the event. These hours can be broken up into smaller shifts. There are many areas where volunteers are needed including, but not limited to: ticket sales, set-up, working in the cafeteria and concession stand, information desk, office, and so on. For a smooth transition from year to year, senior parents who are committee chairs have a shadow follow them to learn the job. At the September meeting there will be a list of chairpersons and what is involved with chairing a committee. In past years this event has brought in a significant amount of money for the organization!

## **Other Fundraisers**

Additional fundraisers are discussed, considered, and voted on at the monthly parent meetings.

## **Contact Information - LSCPO Board of Directors**

President - Gwen Salzwedel

[president@loganshowchoir.org](mailto:president@loganshowchoir.org)

Vice President - Sarah Graves

[vicepresident@loganshowchoir.org](mailto:vicepresident@loganshowchoir.org)

Treasurer - Dorothy Dewald

[treasurer@loganshowchoir.org](mailto:treasurer@loganshowchoir.org)

Secretary - Melyssa Olson

[secretary@loganshowchoir.org](mailto:secretary@loganshowchoir.org)

LSCPO

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The Class Act

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