



York County Honors Choirs
York County Senior Honors Choir
York County Junior Honors Choir
York County Elementary Choral Festival

CHOIR HANDBOOK
FOR
YORK COUNTY JUNIOR HONORS CHOIR

Mission Statement

To engage the hearts and minds of its singers by providing choral education and performance opportunities to diverse young people from throughout York County.

As a result of our efforts and activities,
we enhance the quality and culture of our community.

www.theYCHC.org

CONTENTS

Contact Information	4
Registration / Financial Obligation	5
Trips	6
Formal Attire	7
Attendance Policy.....	8
Season Schedule Breakdown.....	9 & 10
Orientation Meeting	
Preparing for Audition #1 and #2	
Rehearsal and Concert Season	
Forms	11
Safety and Communication.....	12
Expectations	13
Board of Directors	14

Administrative Office

Executive Director—Bill Lytle
executivedirector@theYCHC.org

Administrative Assistant—Beth Inkrote
admin@theYCHC.org

York County Honors Choirs
PO Box 827
York, PA 17405
717-417-4621

Administrative office is located at Asbury UMC
340 East Market Street, York, PA 17403

Junior Honors Choir Staff

(Bios on [Junior Choir](#) website page)

Junior Honors Choir Director—Donna Knott
tdknott@comcast.net

Junior Honors Choir Associate Director—Susan Feldmann

Accompanist—Carol Heagy

Coordinator and Nurse—Lark Ann Waltmyer

***Junior Honors Choir staff are not located at the
administrative office***

Junior Honors Choir Rehearsal and Meeting Location

Zion UMC, 1030 Carlisle Road, York, PA 17404

REGISTRATION INFORMATION AND FINANCIAL OBLIGATION

All singers must first register in order to audition for the choir.

New Candidates Registration Packets are typically offered in May through one's school district choral director, private voice studio, church choir director, or by contacting the Junior Honors Choir director.

Returning Candidates Registration Packets are issued by the director or office in May.

Online Registration is located on the York County Honors Choirs website. A \$40 non-refundable registration fee will be due by registration deadline in late September/early October to continue with audition.

Additional Costs After a Successful November Audition

Remaining tuition: \$120

Formal Attire: \$100

Total Costs with Registration fee: \$260

Additional trip costs: Average \$100 to \$200

Large trips \$500 to \$700

Performance Tickets: Most concerts are free of charge

Season Finale Concert is ~ \$23.00 / \$13.00

Scholarship Forms for financial assistance are available on the Forms Page of www.theYCHC.org

TRIPS

Trip experiences will be designed to broaden the cultural understanding of the member and sometimes have the opportunity to interact with highly respected musicians and conductors through workshops, clinics or exchanges. During these trips, singers will be exposed to in-state or out-of-state destinations. The safety and well-being of each singer is always our top priority.

The Junior Honors Choir age group does not always travel well. For this reason, medical and mental needs must be taken into account and communicated clearly with the staff. Parents of this age group must be available and easily reached during the duration of a trip. Students may not hold medication of any kind (prescribed or over-the-counter) for any reason on their person. All medications must be given to the nurse and dispensed by the nurse in his/her presence.

Parallel Travel by Parents

Trips offer opportunities for our students to “try their own wings” away from us, to develop friendships and focus on who they are as individuals and as part of a larger group. You have placed us (chaperones and staff) in charge of providing a safe environment and structure for that process. Plan to see your child as little as possible other than in concert. Our intent is to keep our choir members focused on the tour and what they are experiencing musically, culturally, and with each other.

Parents are strongly requested to book hotels separate from the Choir’s hotels at all locations. Parents will not typically be provided with transportation, tickets, entrance fees or any other considerations through York County Honors Choirs.

FORMAL ATTIRE

All members must be fitted and purchase formal attire in November. Returning members will be checked for proper fit and should be prepared to purchase corrected items.

Complete Outfit = \$100

Scholarship Forms for financial assistance are available on the Forms Page of www.theYCHC.org

Junior Honors Choir Girls Attire

Black Stretch Velvet with Glitter Blouse

Black Palazzo Pants

Junior Honors Choir Boys Attire

White Tuxedo Shirt with Black Banded Collar and Studs

Silver Button Cover

Black Satin Vest

Black Adjustable Double Pleated Tuxedo Trousers

Approved used items are sometimes available on fitting day at no cost. Please do not purchase a used outfit from a former member if not approved by the Junior Honors Choir staff on fitting day.

Cleaning and hemming instructions for outfit items are located on the Student Center page of www.theYCHC.org.

Special care must be taken with girls' tops so that sparkle remains.

Hemming services are offered free of charge during a January rehearsal.

Junior Honors Choir members will receive an Honor Choirs t-shirt which must be worn for rehearsals and informal activities if directed to do so.

Additional Required Items

Girls: Black Shoes (flats preferred), Black Undergarments, Black Knee High Nylons

Boys: Black Shoes, Belt, and Crew Socks (no-shows not acceptable)

ATTENDANCE POLICY

3 excused absences allowed for school conflicts only.
May miss only 1 of the 5 rehearsals.

Please study the Junior Honors Choir schedule carefully.

Students will be expected to be present for all rehearsals and performances. If student needs to miss more than the 3 allotted absences (dates that count towards attendance are indicated with * on schedule sheet), please reconsider your participation in the Junior Honors Choir.

If there is a conflict with your school's calendar (music, sports, musicals, etc.), you will be excused from Honors Choir; however, this will count toward the allotted absences. Please thoroughly check the Junior Honors Choir dates with your SCHOOL calendar ~ concert dates, musical rehearsals, tour dates, and productions.

You will be expected to arrange your work and family schedule (vacations, etc.) so that you can be a dependable, consistent member of the choir.

You will be asked to complete a conflict form. Additionally, you must text Coordinator Lark Ann Waltmyer if student is sick or has a further or last minute conflict.

Multiple unexcused absences or habitual tardiness will be regarded as a lack of commitment and may result in dismissal from the choir.

SEASON SCHEDULE BREAKDOWN—Rehearsal and Meeting Location is Zion UMC, 1030 Carlisle Road, York, PA 17404

OCTOBER—Parent/Student Orientation Meeting

- Mandatory for all candidates and parent(s).
- Receive Audition Packet including sheet music, music marking instructions, and instructions to listen to or download rehearsal tracks.
- Parents receive information packet including forms.
- Girls' voice parts are verified and boys' are identified.
- Meet staff and other parents and receive important information.
- To enhance students' audition experience, the following will be addressed:
 - ◊ The Male Changing Voice, Music Literacy, and Vocal Technique

NOVEMBER—Preparation for Audition #1

In order to have a successful audition, every opportunity is offered to help your child learn their music. The level of expectation exceeds that of their school or church choir.

1. Individual daily/weekly rehearsal schedule is included in the audition packet. Students should begin learning the music the day following Orientation.
2. Attend the optional rehearsal ~ students will break into sectionals
3. Attend one of the music marking parties ~ students who do not know how to read music will be taught and then evaluated at auditions.
4. A parent must be present throughout the audition process - approximately two hours.
5. Roster will be posted on Monday after auditions on the Student Center Page of the YCHC website.

If singer is struggling with his voice or having frustration with music, contact Director Donna Knott immediately. tdknott@comcast.net

SEASON SCHEDULE BREAKDOWN (cont'd)

JANUARY—Preparation for Audition #2

- After audition #1, and the new Junior Honors Choir members have been selected, students will be expected to learn a new packet of music on their own prior to the January audition.
- In order to create a successful audition #2, members are strongly encouraged to attend the music marking party, 2 optional rehearsals, and follow the daily/weekly rehearsal schedule.

Synergy Vocal Ensemble auditions will also take place at Audition #2. Synergy is made up of 40 members of the Junior Honors Choir and are available to sing in smaller venues. They prepare one or two additional advanced songs for the concert season.

Rehearsal Season

Five Sunday afternoons January through first week in February.

Arrive 15 minutes early.

Rehearsals take place at Zion UMC, 1030 Carlisle Rd., York, 17404

Solo Auditions take place before rehearsal time #2 and #3, with callbacks at rehearsal #4

Talent Show Auditions take place on a Friday night in January as part of a social evening. Students are selected to share their talent during season concerts.

Concert Season

Approximately two concerts each month February—May.

Concerts are located at local church venues,
York County Elementary Choral Festival concert,
York Distinguished Young Women program,
and annual weekend tour.

Season Finale concert with Senior Honors Choir is typically the first Sunday after Memorial Day.

FORMS

Conflict Form—required at audition #1

Must be completed even if no conflicts.

Make a copy to keep.

Medical Form—required at audition #1

Student may not audition without a completed medical form and insurance card copy (front and back).

To have a safe environment for all students, please include emotional, physical, and learning challenges.

All information will be kept confidential as needed with nurse Lark Ann Waltmyer, Director Donna Knott, and Executive Director Bill Lytle.

Honor Code of Conduct Form—discussed and signed at Ice Breaker event

Parents discuss the form with singer before the Ice Breaker.

This form is necessary so that each singer agrees to abide by the rules and conduct stated on the form, in order to create and maintain an environment in which creativity and success can flourish and that every child can feel a sense of belonging and safety.

Tuition and Formal Outfit Order Form—required on fitting day

Used for new outfit selection and to pay remaining tuition and outfit costs.

Trip Permission Forms—required on due date

If attending the choir trip, a permission form is required.

A down payment is required with the form.

All forms can be found on the FORMS Page of www.theYCHC.org.

SAFETY and COMMUNICATION

Junior Honors Choir maintains a high standard of safety for the singers.

Rehearsal venue doors are locked 15 minutes after call time.

Lark Ann Waltimyer greets the singers at the door and takes attendance. Parents are not permitted to accompany students into the building.

All Honors Choirs staff have necessary clearances to work with children. A Youth Protection Policy was implemented and reviewed by staff.

Parent volunteers who have routine contact with the students have necessary clearances to work with children.

Medical forms are always reviewed if medical attention is needed. Lark Ann Waltimyer, RN is on staff and present at rehearsals and concerts.

COMMUNICATION

Weekly information from the director about rehearsals, performances, trips, activities, etc. will be posted one or two days a week on the Student Center page of the York County Honors Choirs website, www.theYCHC.org

Please remember that it is your responsibility to stay informed.

After checking the information on the Student Center page, if you have a specific question to your circumstances, you may email Director Donna Knott at tdknott@comcast.net.

EXPECTATIONS

Rehearsals

- Wear Honors Choirs t-shirt and comfortable pants and shoes.
- Bring pencil and a water bottle.
- Mark each piece of music with your name at the top right corner.
- Rest! Rest! Rest!
- Healthy snacks to maintain consistent sugar levels.
- No phones ever in rehearsal or concert venues.
- Do not call your child during a rehearsal, concert, etc.
 - ◊ Lark Ann Waltmyer's phone number will be given to you.

Call Time

- Arriving on time is late.
- Arriving 15 minutes early is on time.
- Arriving after a Call Time is tardy. Three tardies equal an absence.
- Concert Call Times for the choir are usually 1.5 hours prior to start and 2 hours for Synergy.

Additional Expectations

- ⇒ Read schedules and posted director information every week.
- ⇒ Deliver students on time and pick up promptly.
- ⇒ Communicate all known absences and tardies through the Conflict Form or by texting Coordinator Lark Ann Waltmyer.
- ⇒ Fulfill financial obligation in a timely manner.
- ⇒ Volunteer opportunities are available in snack preparation and serving, 9th grade reception, donating snacks.

YORK COUNTY HONORS CHOIRS, INC.
BOARD of DIRECTORS 2019-2020

Peggy Davidson, Chair
Holly Kominsky, Vice Chair
Kate Barclay, Secretary
Mary Anne Winkelman, Treasurer
Ronda Abel
Gretchen Dekker
Nathan Eifert
Vickie Fazio
Elaine Fogdall
Melanie Hady
Donna Jones
Mark Woodbury

Director Emeritus

Gayle Cluck
Marty Hodges
Barbara Neiman
Judy Simpson

Bill Lytle, Executive Director
Randy Yoder, Senior Honors Choir Director
Donna Knott, Junior Honors Choir Director
Beth Inkrote, Administrative Assistant

