

Oak Choir Handbook

2021-22



“Teaching music is not my main purpose. I want to make good citizens. If children hear fine music from the day of their birth and learn to play it, they develop sensitivity, discipline and endurance. *They get a beautiful heart.*”

~Shinichi Suzuki~

Mr. Vince O’Connell
Choir Director

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**Please follow the directions you receive by email to DocuSign the appropriate pages no later than
January 21,2022**

Welcome to Oak Choir!

Welcome to Oak Choir! This school year will be fun-filled, educational, and exciting! Middle school students exude piles of enthusiasm and energy. Together we'll work on focusing that energy to create amazing on-stage performances that will be a joy for you and your family and friends to watch. Oak Middle School's choir program is unique with 6 different choirs, all with their own unique sound and style. Our performance groups provide a specialized choir experience for every student and their families alike.

Los Alamitos USD has a proven tradition of excellence in choral music. At Oak, we do our best to provide the students with the tools they need to be successful within the middle school performance world while also preparing them to succeed afterward, in high school and beyond. Oak's choirs are designed to be an introduction to and working towards excellence in...

- music theory/sight-singing
- vocals and performance related to vocal production
- singing & performing within an ensemble group

We strongly encourage our families to join the Oak Middle School Choir Friends of Music Booster Club (FOM). FOM is the fuel in our tank, both in volunteer support and financial substance. Through your support, we are able to hire talented choreographers, vocal coaches, accompanists and musicians, which offer the students the ability to give their best performances every time they take the stage.

The success of this program and its students depends on everyone's committed participation. Please take a moment to read through the following pages with your child(ren) and learn about what it takes to succeed in vocal music at Oak Middle School.

Music brings kids together by creating friendships and memories that will last a lifetime. This is sure to be a year filled with fun and educational musical memories!

We Put The “SHOW” In Everything We Do!

Our program is more than a “sing for an hour during school” program. If you’re not familiar with the tradition of excellence within Los Alamitos USD, our choir program may seem overwhelming at first. We are busy! However, history shows that students who love performing are also most likely to successfully work through busy schedules, keep their grades up, and maintain their outside responsibilities and activities. Each student WILL need their parents' help to make sure they stay on track. Thank you in advance for supporting us!

ShowTime – 6th Grade Girls – Beginning Treble Choir

This is a non-audition choir whose focus is to create a unified sisterhood amongst diverse personalities, talents and abilities. Our goal is always to support each other and work as a team. These performers will develop quality in vocal tone, sight-reading, and performance technique throughout the year. They will be provided multiple opportunities to perform on stage.

ShowStars – 7th Grade Girls – Intermediate Treble Choir

This choir, composed of female students with previous choral experience and 7th grade girls new to choir, will be expected to read challenging music and learn how to create a quality vocal tone with difficult music and choreography. Unified movements and cohesive performances come from focus and dedication during rehearsals and class time, which are essential to success. Teamwork, support, and building each other up are essential to mastering challenging material and growing musically as a unified group. ShowStars will be provided multiple opportunities to perform on stage and at one or more community events.

ShowStoppers – 8th Grade Girls – Competition Show Choir

This choir performs at the highest level of perfection and dedication. Performers in this group should expect long hours of rehearsal in preparation to compete at the highest middle school level. Auditions are required for any 7th or 8th grade girl desiring to be part of this choir. Prior show choir experience and a commitment to putting the needs of the entire group first are required to be a part of this choir. Team spirit and the desire for each member to perform their best ensures we “have each other’s backs” on- and off-stage. Auditions assess the individual’s ability to perform and read music, while also ranking vocal quality and dancing ability to prepare for the performances and competitions. There will be a handful of required out-of-school rehearsals and extra competition choreography rehearsals as scheduled by the director to prepare for competitions. ShowStoppers will travel locally during the year to approximately 3 competitions.

ShowMen - 6th, 7th & 8th Grade Men’s Choir

Oak is one of the only middle schools in California to have a MEN’S Choir. It is modeled after Los Al High’s men’s choir called *Xtreme*. This choir is composed of non-auditioned 6th graders, and auditioned 7th & 8th graders, who work to create a strong team ethic amongst diverse personalities, talents and energies. Prior show choir experience is preferred for all upper-grade men and a high level of dedication is required of all ShowMen in order to be successful on stage. Auditions assess the individual’s ability to perform and read music, while also ranking vocal quality and dancing ability. 6th graders will learn these abilities as they progress through the year. Our goal is to build up and support each other and “to have each other’s backs.” There will be a handful of required out-of-school rehearsals and extra competition choreography rehearsals as scheduled by the director to prepare for competitions. ShowMen will travel locally during the year to approximately 3 competitions.

ShowCase Singers – 7th & 8th Grade Men & Women – Advanced Mixed Choir

ShowCase is Oak’s only mixed performance group and the only group based in a concert choral tradition. Primarily “stand and sing,” ShowCase students perform at the highest level vocally and are expected to work with diligence, focus and independence. Music will be difficult and extremely challenging as will choreography when applicable. Auditions are mandatory for those desiring to be in this group. Prior choir experience and a strong level of commitment are a must. Auditions will assess the individual’s ability to perform, read music, produce excellent vocal tone, and dance. ShowCase will perform at community functions and are the musical ambassadors for Oak. Other possible opportunities are: an overnight choral festival, a mini-musical production, and competing locally as a mixed-show choir. ShowCase meets during zero period each day, and students are expected to arrive focused and ready to work. Mandatory out-of-school rehearsals will be expected to take priority over other after school activities.

Additional Information for Oak's Competing Choirs

• **Performing at Competitions is a Privilege.** Our top performance groups require the highest level of commitment and responsibility. Students should not have to be reminded to behave appropriately or that they represent their school. When competing, we are judged on every aspect of the competition: traveling, handling of our costumes, warming up, performing, and showing good sportsmanship toward other choirs. Competitions are a fun way to meet performers from other schools who share a passion for music and performing. It is imperative that students are responsible for their belongings, their behavior and how they represent Oak Middle School at these events.

• **We Need Our Parents!** Our performers need a high showing of parent support every time they perform; both as chaperones to keep students on task and ready to perform, and as fans in the house. It is part of the “competition game” to have our supporters wear Oak Choir apparel and cheer for all groups, but of course loudest for us! Tickets for competitions are available in advance before each event. Please purchase early as certain competitions sell out very quickly. There is nothing better than having a large cheering section for our performers, and all choir parents and students are encouraged to attend the concerts and competitions. Tickets for concerts and competitions range from \$12 to \$25.

{Parent Initials} _____

ShowCase Singers Optional Field Trip - Heritage Festival - San Diego - April 7-10

- Approximate Cost: \$600.. Your trip fee covers the festival performance/ venue/master classes, housing, meals, choral activities/sight-seeing events and transportation.
- Your returned permission slip and \$250 deposit reserves your spot on this trip and is due at the first trip meeting in January.
- Fundraising opportunities specific to ShowCase may be offered to assist with this trip, and payment plans are available.
- Your student's trip must be paid in full by TBA.
- Parent Chaperones Are Needed! Unfortunately, festivals typically do not “gift” us chaperone discounts. Everyone pays to attend. Costs may be slightly higher for chaperones depending on rooming accommodations. Please note that the payment schedule for chaperones is the same as students.
- ShowCase members may be required to participate in various choir specific events and activities to help offset trip costs.
- There are separate forms, rules, and obligations required for a trip of this magnitude. A separate trip meeting will be held for ShowCase members and their families to review the itinerary and ask more questions about this trip.
- For any and all financial concerns regarding this trip, or for questions about your payment schedule, please contact the FOM Treasurer.

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TIME COMMITMENT

To accomplish our performance goals and achieve the high level of success we strive for, extra rehearsal time is sometimes needed. All rehearsals are important or they wouldn't be scheduled! If a rehearsal is called, it IS required for your performer to attend for the *entire* rehearsal. The director will provide as much advance notice as possible for all additional rehearsals. ***Please be aware that sometimes this might be just a few days notice and schedules will change.***

Weekly Choir Commitment: 45 minutes each day within class

After School Rehearsals: 9+ hours - Every choir should expect to have at least three additional out-of-school rehearsals during the school year.

- Concert Dress Rehearsals (3 hours) – Concert Dress Rehearsals are Wednesdays (after school) the week of our concerts or the Saturday before our concerts as rehearsal space is available. Students will be bused to the rehearsal venue, when on a Saturday (such as at McGaugh) or students may walk as a group (such as to Los AL HS). If rehearsal is on a Saturday, we ask that parents provide transportation. Students may or may not dress in costumes for these rehearsals at the discretion of the Director.
- After school Dress Rehearsals or fittings (2-3 hours) – Held at Oak – This time may be needed to size students into costumes, practice costume changes or use of props and prepare for competitions.
- All-District Choral Festival – All of Oak's choir students will be bussed in the morning to Cottonwood Church for rehearsal and returned to Oak by noon.
- ShowCase may have additional rehearsals as deemed necessary by the director to prepare for a community performance, festival, or mini-musical.

Please note: it is our goal to return all students to Oak in time for lunch after any morning rehearsals.

Competitions & Performances: Thurs, Fri, or Sat per schedule - February through April - primarily for ShowStoppers, ShowMen, ShowTunes and ShowCase.

Please remember...

- Mr. O'Connell will not call a rehearsal that is unnecessary.
- If a rehearsal is called, it is expected that all performers attend for the entire time.
- If we can cancel a rehearsal, we will!
- In choir, no one sits on the bench. Even one absence affects the cohesiveness of the entire group and the success of our performance.
- ****Anyone missing a rehearsal/performance for a reason other than illness must complete and turn in a "Rehearsal Excuse Form" at least 1 week before the missed rehearsal or performance. This form requires a parent signature and must be obtained from Mr. O'Connell in class.****
- Performers who do not live up to their responsibility both in class and during rehearsals will be dropped from the group.

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Oak Choir Rehearsal and Classroom Expectations

Citizenship can be defined as the character of an individual viewed as a member of society; behavior in terms of the duties, obligations, and functions of a citizen. Students are expected to exhibit character and behavior that will benefit themselves, Oak Choir, and Oak Middle School as a whole. Situations of negative citizenship will result in parent notification, administration involvement, and potential removal from the class/program. Examples include but are not limited to:

1. Illegal or immoral activity
2. Ignoring the Director's requests
3. Showing negative attitudes towards the program or those involved

Productivity is expected every day when performers enter the rehearsal room. The majority of students will be actively involved in the entire rehearsal. Social time is important in middle school, but productivity is the first task on the schedule each day. Some days we will not want to be productive, but we will choose to anyway. In this way we will learn perseverance, and become responsible and productive young adults. Your future employers will be so thankful!

Each day students must....

1. Leave **electronic devices** in designated receptacles, unless instructed to remove them for use in class.
2. Be in their position when the bell rings.
3. Have the appropriate music and tools in their possession.
4. Treat other members and the Director with respect at all times. Appropriate language is always required.
5. Eat or drink (water is the exception) at another time... not during rehearsal, or a performance time.
6. Return all items to their appropriate locations (folders, music, jackets, etc.) at the end of rehearsal.
7. Attend class every day unless ill. If you are sick, please stay home!
8. Wear comfortable and appropriate clothing for rehearsals. Music involves movement and proper footwear is a must. Those who do not do so will not be able to rehearse that day and may be excluded from the song if unprepared behaviors continue.
9. If you are unable to rehearse or perform due to illness, injury, lack of appropriate attire (shoes!) or any other reason, you may be required to complete an alternate musical activity as determined by the Director.

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CLASSROOM BEHAVIOR

Performers are expected to demonstrate a high level of **self-control** and a strong **work ethic**. These expectations are no different than any other classroom; however, when there are no desks or chairs in the classroom young teens tend to struggle with spatial boundaries. Whether we are in class, a concert, or a competition, students are expected to be the champions of citizenship and exemplary behavior. Below is a partial list of behaviors that are considered inappropriate.

Bullying	Showing disrespect for teacher, property or classmates	Leaving assigned locations
Disrupting class	Neglecting assigned meeting times / Being tardy	Horseplay / Running / Chasing
Poor focus or attitude	ANY un-choreographed physical contact	Chewing gum in the classroom
Inappropriate language	Drinking/Eating in class (water is okay)	Forgetting essential performance items

Standing Order Placement – Bloom Where You're Planted!

In performing groups, EVERY "player" is on the "court" 100% of the time. No one sits on the bench. Stage placements are based on a wide variety of factors that may not be obvious to the performers and/or their parents. Due to the large number of performers, it is likely that you will not be able to see your child perfectly all the time. Nonetheless, it is absolutely true that no matter where he/she is on stage, someone can see them! Whether your child performs in the third row, the sixth row or the front row, encourage him/her to "bloom where he/she is planted." Everyone is required to give 100% all the time!

Auditions, Group Placement, and Solos – Be flexible!

Performance group placements are made at the sole discretion of the Director. Such decisions are based on a wide variety of factors and insight that may not be obvious to performers and/or their parents. Placement decisions are FINAL. Solos are also an important part of any performing ensemble, from the most inexperienced to the most advanced group. They add another musical layer to the structure and sound, and they also allow students the chance to share their individuality and gifts in both audition and performance. Mr. O'Connell will **NOT** enter into any discussion with parents or students regarding these decisions. He would be happy to let you know how you can improve your skills and better prepare for the next audition opportunity.

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GRADING POLICIES

Attendance & Participation – 50%

- The performance groups at Oak Middle School are performance & participation classes. Since it is impossible to make up what is missed in a rehearsal, and since the ensemble is affected by each individual's presence, grading is based heavily on participation.
- “Practice makes Permanent” – Performing in the Oak Choirs requires a commitment that passes beyond the school day. Each individual must practice the commitment they would like to see becoming permanent in their future. What will we see now, and what will the performer's audience, coworkers, and employers see in the future?
- Learn, sing, dance and perform your part.
- Maintain citizenship & classroom behavior requirements fulfilled (see above).
- Maintain rehearsal and performance attire requirements fulfilled (see below).

Musicianship – 10%

- Music theory and music literacy
- While choir is an elective that is mainly about showing up and doing your best, it is also a class that demands some scholarship.
- For some students, music is a foreign language, but it is truly a universal language! There are many different dialects and styles around the world, but we will begin to grasp the tools for breaking down, understanding, and even reading this language.
- All work can be completed during class - no homework! Quizzes and tests will be communicated in advance.
- The expectation and level for knowledge and literacy will match the class/choir level - everyone has the capacity to succeed!

Performance – 40%

- **Be There!** “Everything we do, we do together.” Class rehearsals, outside rehearsals and performances are essential to maintain the high level of performance Oak strives for. Every person is important and necessary to the success of the group! Be sure to pull your weight, even when it is inconvenient to you and/or your family, as missing a performance/rehearsal affects the entire group.
- Consistent attendance and appropriate behavior are expected at all rehearsals, performances, special events, and in class.
- Tardies and absences from both class and out of school activities, including rehearsals, will affect the student's grade regardless of the nature of the absence. A chronically ill student will not do well in this type of class. The ONLY last minute excused absences for a rehearsal or performance are a student's non-ambulatory illness or the death / critical illness of an immediate family member.
- Work, family evenings, doctor's appointments, homework, social activities, etc., are NOT reasons to miss rehearsal or a performance and will be reflected in your grade. Absences adversely affect the entire performing group and therefore are considered severe. If an activity is missed due to an excused, school-approved event, the points from that activity must be made up (see below). Points missed due to an unexcused absence or tardy may not be made up.
- On-time arrival is expected at class every day, outside rehearsals, performances & special events.
 - Getting to class on time is difficult to achieve 100% of the time, particularly for zero period. Oak Choirs pretty much rehearse from bell to bell. Every minute of rehearsal counts. You cannot make-up for what you've missed, and arriving late is rude and distracting to your classmates. An entire group showing up on time for rehearsals and shows are the key to making our programs superior.
 - Attendance is taken as soon as the bell rings. If you are not in your assigned position when attendance is taken, you will be marked absent and will not earn points for the rehearsal.
 - If you come into the classroom after the bell has rung you are considered tardy.
 - If a student arrives more than 20 minutes late, he/she will remain marked absent and may not earn participation points for the rehearsal. In addition, he/she will be considered truant through the attendance office unless a parent clears the absence.
 - Continual tardiness and/or unexcused absences will result in parent notification, loss of performance experiences and possible removal from the group.

Grading Scale:

100% - A+ 90-99% - A 80-89% - B 70-79% - C 55-69% - D

Absences: Excused & Unexcused

Because this is the real world, there will unfortunately be times that we cannot be two or three places at once. If a student must miss an outside rehearsal or performance, please remember the following:

- **Excused absences** include illness, a death in the family, or a performance, sporting or family event planned **well in advance** of the publication of the Choir calendar. The calendar will be shared physically and digitally at the first parent meeting of the year,, so this will be the reference point. Students may make up points only in the case of an excused absence.
- **Unexcused Absences** include, but are not limited to, transportation issues, work, babysitting, family or social events, rehearsals or sports practices, doctor’s appointments, forgetfulness, and homework. Skipping a competition for any reason is an unexcused absence. Points will not be allowed to be made up for unexcused absences.
- **Communication** is required in ALL cases. The director must be notified of a planned or unplanned absence for outside activities via email or phone as early as possible. 24 hours in advance is considered borderline.
Email: voconnell@losal.org Phone number: 562.799.4740 x76242
- No student may miss any class, including 0 period, for detentions or to make-up work in other classes. Teachers and detention are available at other times of the day. If a student chooses to participate in these other activities during a choir rehearsal without specific and advance permission from the director, he/she will be considered absent and/or tardy. If make-up work is necessary because a student missed a class due to a choir activity, allowances will be made to miss a choir rehearsal at the discretion of the choir director.
- A student who misses school the day of a performance or rehearsal or misses the last class before a performance will not be allowed to participate in that day’s event! If a student is too sick, tired or busy to attend school, he/she is also too sick, tired or busy to attend a rehearsal or a performance. Except for legitimate illness or an emergency family situation, the absence from the event will be considered unexcused.
- During competition season, if a student misses more than 2 rehearsals (class or outside) the week prior to a competition, he/she will not be allowed to perform in the competition that week.
- Notes from parents, guardians, and teachers explaining your tardiness or absence will be excused at the discretion of the Director. If the absence or tardy has already been recorded through the attendance office, regular school procedure must be followed. Your absence or tardy, regardless of the reason, will result in the inability to earn participation points for that particular event. Only serious, legitimate excuses are acceptable. This does not include car trouble or parent lateness.

{Parent Initials} _____

PERFORMANCES & FIELD TRIPS

Performing is the goal of the rehearsals and all we do in class! Performances are designed to be executed as close to perfect as possible, and our goal as performers is to bring “magic” and entertainment to the audience. How we carry ourselves matters!

Calendar

- Calendars will be posted online as soon as possible. Be SURE to go through the calendar now and mark any conflicts. • **Changes happen often in show choir!** Updates about date or time changes will be shared as quickly as possible. • Oak Choir should be a priority in your schedule even when a time or date changes!
- It is YOUR responsibility to go online and check the calendar frequently and update your schedule. • We will inform you of any newly added event at the earliest possible moment. Your attendance will be required, unless otherwise noted, and all usual performance requirements are expected to be followed. Parents, we recommend syncing our Charms calendar with your electronic devices.

Academic requirements for performance and travel:

Students must maintain a solid grade point average. If a student falls below 2.0 in any semester, he/she may not be allowed to perform with the group. Since performing is the primary activity in choir, the student may be dropped from the program. In addition, if a student is carrying a “D” or below in any class prior to a performance, he/she will not be allowed to travel or perform during school hours until the grade is raised and cleared by Administration.

Required Behavior for Performances and Travel:

There is a zero-tolerance policy for inappropriate behavior. The following items will result in disciplinary action and potential removal from the group. This list includes but is not limited to:

Eating and drinking in costume	Leaving the assigned location	Forgetting performance items
Disruptive attitude	Disruptive behavior	Neglecting assigned meeting times
Disrespect of chaperones	Social media abuse	Inappropriate physical contact/horseplay
PDA's	Technology misuse	Use of drugs, alcohol or tobacco
(Cyber) Bullying	Unacceptable language	Inappropriate behavior

This includes: backstage, on-stage, in the wings, or traveling when representing the Oak Choir program.

Substance Use:

- Vocal Performing groups in Los Alamitos are expected to be excellent examples of good sportsmanship, integrity, leadership, school spirit and academic excellence within the supporting communities as well as the regions in which they perform.
- We have a no tolerance rule for alcohol, drugs, vaping, smoking tobacco, or fighting.
- While the Director cannot observe every move of every choir student, if anyone is caught at a choir event or competition using alcohol, drugs, or tobacco, that student will be removed from choir for the remainder of the year.
- Suspension from school for any reason, including a violation of dress code, will also result in either suspension from their performance group(s) or immediate removal from the program.

Valuables:

- Please do not bring valuables or large amounts of money to rehearsals or performances.
- Remember to bring some cash for competitions (\$10-\$15 is typically sufficient).

Electronic Devices:

- Los Alamitos USD has a strict policy regarding electronic devices, adhered to in every rehearsal and performance situation.
- Performers may have these items in their possession but are to put them away so as not to become a distraction. Items that ring or are seen during a rehearsal will be confiscated. Performers may use electronic devices on a bus. **Upon exiting the bus, they are to give their devices to the chaperone for safe keeping.**
 - Cell phones may be used when **traveling** to and from an event if used appropriately.
 - Cell phones may also be used during free time **away** from the performance.
 - **Cell phones may NOT be used at any time when in a performance venue or holding room and must be stowed during concerts in the phone holder kept by the chaperones.**

Social Media:

- Students will follow the district internet and social media policy.
- Students may not take or post inappropriate pictures, comments, tweets, statuses, etc. on any form of social media. Suspension resulting from social media inappropriateness will result in removal from the choir program.
- Posts about school, Oak Choir and performing arts in Los Alamitos must be positive in nature and supportive to all performers.
- Social Media is public: independent of your account settings, anything you post is accessible by others. BE SMART!

Performance Areas:

- Performers are on stage to PERFORM! Do NOT touch curtains or anything else backstage, chat with friends, pick at the person in front of them etc. Use this time to find your position and think about your performance. Get centered.
- When walking on and off stage, the goal is quiet feet (Girls especially, walk on your toes).
- Performers will be 1) in their holding room, 2) on deck (ready to perform), or 3) performing on stage. Wandering will not be tolerated. No one is allowed to hang out in the wings backstage. This creates chaos and distraction for the performers and crew.

Off Stage & Holding Room Behavior:

- Call Time for a performance is important. If performers are late for call time, it impairs warm-up and reduces focus for the show.
Call time will normally be 1 hour before a concert.

- Performers create “magic” for the concert attendees. They must not be seen, except on stage. At call time, the performers must check in at the auditorium for warm-up. Performers are NOT allowed to go outside the holding room before or during the concert or during intermission.
- After call time, parents and concert attendees are not allowed to socialize with the performers. The time to connect with your student is AFTER the show!
- When in a holding room, performers are required to have something quiet to do (cards, chess, board games, writing, drawing, homework, etc.). Brain-based games are encouraged and help performers keep their “heads in the game” for their performance. **Electronic devices must be stowed in the cell phone pockets or given to a chaperone.**
- Adult supervisors and student leaders will be assigned to keep students safe during off-stage times. Challenging the authority of any parent, teacher or supervisor will result in the following consequences from the teacher and/or Oak Administration as warranted: Detention, Saturday School, Suspension, and Removal from the choir.
- **Food and drink are NOT allowed when in costume.** It is wise for performers to bring a big shirt to cover their costume if they MUST eat something. They will then be allowed to eat just outside the holding room under the watch of a chaperone. Students should invest in a refillable water bottle and bring it to rehearsals and their holding room.
- Students will be responsible for any lost or stolen items. We discourage bringing large amounts of money, electronics, or valuables to a performance, rehearsal, or competition.
- All students are responsible for cleaning the holding room after the performance, and returning it to its original condition.
- Students are checked-out by the room chaperones once the room is clean and all students are ready to exit with their belongings. Please do not come and take your student out or send a sibling for them. This is a safety and responsibility issue! There is a lot of excitement and responsibility at the end of a show, and taking a student before dismissal is unfair to the chaperone and to the other students who are doing their part to close everything as necessary.

Field Trip Travel Details:

- Chaperones will have student and parent phone numbers.
- Students are to check in (by phone/text or in person) each hour, as designated by the teacher, itinerary, or chaperone.
- If a student does not check in within 15 minutes of the required time, parents will be notified.
- If a student has not checked in within 30 minutes of departure, the parents will be called to pick up their student.
- Students who do not follow protocols will be issued school consequences and removed from the performing group.
- Students should invest in a refillable water bottle and bring it to rehearsals and their holding room.
- On our return trips, all students are given the opportunity to call home with an exact time of arrival. A student may use his or her own cell phone or that of a friend, chaperone, or the Director. This makes pick up time more convenient for the parent than estimating a time of arrival - especially with unforeseen traffic issues which happen often in the Southern California area. We require parents to pick up their student(s) PROMPTLY. It is unfair for a chaperone who has given their time at a rehearsal or an event to have to stay later to wait for parents to claim their child(ren).
- It is strongly encouraged that all students travel with the choir. This enables us to best guarantee student safety and that all students depart and return on time. Parents choosing to drive their student must complete specific District transportation forms in order to do this. Please see the included District forms at the back of this packet. We encourage you to complete these forms early in the year so they are properly on file before you plan to drive your student to/from an event.
- A student leaving a choir event early, or with a parent when the group is returning by bus, must have his/her parent notify the director at least 24 hours in advance and the parent must sign the student out with the lead chaperone before removing their student from the premises.

Oak Choir Leadership

A group of student leaders will be chosen by the Director to assist with each class. These students will keep things moving! They will assist with administrative organization, social duties, rehearsals, and basic communication between the students and the Director. Additionally, they will also have a role as communicators between students and the booster club. These positions will primarily (but not exclusively) be held by 8th graders. Leaders are to lead with fairness, kindness, and respect. Students are expected to follow these leaders and show respect to them at all times. Everyone needs their voice in choir and having student leaders constantly having to raise theirs to quiet the class is unfair to the leadership students and could directly affect the group's performance success.

{Parent Initials} _____

PERFORMANCE APPEARANCE

Performing is a way to create a memorable experience for the audience. Everything helps create performance magic...music, costumes, grooming, make-up (girls), props, etc. These items, when combined, portray an excellence in stage presence that enhances the visual experience for the viewer. In addition, the performer increases their level of performance and expectations of “self” when spending extra time and energy creating an amazing visual experience. The following guidelines are not random; they are expected to be followed. Ignoring the strict costume dress code will result in removal from a performance, concert or competition, and will be counted as an unexcused absence when graded.

**Please remember that it is YOUR job to make sure YOU are prepared for the performance.
Do not rely on your parents, instructor, friends, or choir coordinator.**

Student Appearance Guidelines:

- PLEASE use your garment bags! Costumes should be CLEAN and WRINKLE FREE for every performance. Hang your costumes after you perform and review the contents of your garment bag to ensure you have everything before you leave the performance venue. Pay attention to who changes beside you. If you are missing something there’s a good chance that person picked it up by mistake!
- Follow all cleaning instructions on the costume labels, or as required by the costume chair/Director. Dry clean items whenever possible.
- NO JEWELRY of any kind is worn during a performance, regardless of gender, unless it is part of the designated costume. (This includes: necklaces, wristwatches, activity trackers, bracelets, & dangling earrings.)
- Hair **MUST** be clean, groomed nicely, pulled back away from the face and secured there, regardless of gender. Length is not an issue as long as you are sure it will not get in your face. Appearance issues are at the discretion of the Director at all times. Some performances may require a specific hairdo. Any hair accessories should match the color of your hair - not your costume!
- The Director has the right to change any and all aspects of appearance for any member or group at any time.

{Parent Initials} _____

Personal Hygiene - MEN
DEODORANT!!! DEODORANT!!! DEODORANT!!!

If possible shower before every show.
Hair should be out of your face.

Men's Costumes

1. Garment bag (provided for all students, \$15 replacement cost)
2. Typically a suit (provided by Oak with initial alterations made): dress shirt, tie, jacket, pants.
3. Dress Shoes – Typically black - lace up or slip on okay, but they must stay on while dancing. Athletic shoes are not acceptable.
4. Loaner performance shoes are sometimes available (size dependent) and we gladly accept donations of outgrown shoes. *Please ask the costuming lead or Mr. O'Connell if you need to borrow a pair.*
5. Dress socks – (provided by student) Boys will need a couple pairs of dress socks to wear as these tend to disappear easily! Socks should be dark and match the suit; color TBD by the director. Typically Black or Navy. Something similar to Dockers 5-pack Performance Dress Socks (Kohls).
6. Undershirt – Boys will need a V-neck white undershirt (extras are a good idea) to wear under their dress shirts and costumes. Boys should always tuck
7. Black belt.
8. Optional – Jazz shoes (for choreography rehearsals) – something similar to Capezio E-series jazz slip on. Most performers prefer black.
9. Choir t-shirt (provided by Oak, to be worn at choir rehearsals, field trips, choir pride days)
10. Optional - Oak Choir sweatshirts and pj pants and spirit wear items are available for purchase. Students wear these when they represent our Vocal Music Department.

NO JEWELRY IS ALLOWED

{Parent Initials} _____

Personal Hygiene - WOMEN

DEODORANT!!! DEODORANT!!! DEODORANT!!! *(Clear deodorant preferred)*

If possible shower before every show.

Hair should be out of your face. Armpits should always be shaven.

Women's Costumes

To provide a level of modesty when changing backstage or in the holding rooms, a leotard or body briefer must be worn by all ShowCase, ShowStoppers, ShowStars, and ShowTime ladies. Examples of and recommendations of where to purchase body briefer or leotard will be provided by the costume director. This undergarment is a show choir staple. Girls will not be allowed on stage with visible bra straps. Strapless bras tops or clear straps are preferred.

1. Garment bag (provided for all students, \$15 replacement cost)
2. Choir dress (provided by Oak, with initial alterations)
3. Shoes – (provided by student) Girls will need a pair of tan “character shoes” with 1½ in. heel in good condition - similar to Danshuz #3417 in tan. The Director will pick color, brand and style and all students must get the same pair so that they match on stage. Dance Threadz (16481 Springdale St, Huntington Beach, CA 92649 - 714-377-9902) is a good store option and will give our students a discount.

*Loaner performance shoes are sometimes available (size dependent) and we gladly accept donations of outgrown shoes. *Please ask the costuming lead or Mr. O'Connell if you need to borrow a pair.*

4. Tights – (1st pair provided by Oak) Girls will need a couple pairs of caramel tights - Capezio Style N14 Hold & Stretch Footed or Transitional Tights. (approximately \$15) Women's tights should be clean and free of snags/runs. Ladies, please wash your tights! Always have an extra pair in the assigned color in your garment bag.
5. Body Briefer or leotard and bra
6. “Booty shorts” matching color of dress worn over body briefer.
7. Optional-Jazz shoes (for choreography rehearsals) or something similar to Capezio E-series jazz slip on. Most performers prefer black. Black jazz shoes - Style DN981L (about \$30 w tax)
8. Jewelry & Nail color removed
9. Choir t-shirt (provided by Oak, to be worn at choir rehearsals, field trips, choir pride days)

Make-Up

Women's make-up should look bright and natural - slightly heavier than daily make-up - with lipstick and blush notably visible. Only clear nail polish or French manicure is allowed. Hair and make-up should be completely done for all performances regardless of audience size or distance traveled. Your eyes should pop, but without being overdone. Recommended lipstick is a pink rosy color. You can use make-up you already have. A specific lipstick color and brand may be required as determined by the costumer.

Hair

Hair should be half up, half down, out of face, and curled unless otherwise specified. A curling wand works amazing, providing long-lasting spiral curls.

{Parent Initials} _____

COSTUME CARE

1. Costume items will primarily be supplied by Oak. At times you may be asked to provide your own items for a particular song or event. We strongly encourage you to find these items at home, borrow them from a friend, or purchase them at a thrift store.
2. Costume care instructions **MUST** be followed. All costume pieces are to be clean and wrinkle free, every time you perform. This will require hanging items up after **EVERY** performance and not shoving them in the garment bag for later.
3. Garment bags will be issued to every choir student. All students are asked to use their garment bags at all times. Returning performers will be issued their garment bag from the previous year whenever possible.
4. Garment bags must be ready for turn-in the day before an event. Volunteers will check that everyone has what is needed in their bags before they are loaded on the bus or used for a performance.
5. Performers must provide shoes and undergarments. Provided items are the property of the choir program and may be collected at the end of the school year. There will be a charge for lost or missing items.
6. A list of specific costume pieces or styles will be provided so performers will know what the Director requires for each performance.
7. Proper care of an item assures Oak Choir will be able to use the item again. Please take care with all provided costumes and props! **YOU ARE RESPONSIBLE FOR YOUR COSTUMES!** You are expected to keep them clean, make sure they are stain- and wrinkle-free, and alter them if needed after you receive the initially altered garment.
8. A lost or damaged item must be replaced or paid for by the student. Taking care of this in a timely manner is **YOUR** responsibility. If costume pieces are purchased from retailers not in the area, it will take some time to replace them. As such, you **MUST** let someone know as soon as possible about the missing item.
9. While within your care, if the costume is damaged or altered in a way that makes it unusable in the future, you will be responsible to pay for the replacement.
10. Think **AHEAD!** Go looking early for your items and accessories. Frantically looking for missing black socks, tights, or hair-ties stresses you out - and everyone around you! It's also not conducive for a fun, successful performance. We may have some emergency items available which can be **PURCHASED** at the choir replacement rate.
11. Emergency items will be charged at a premium, and can be purchased at other retailers for less. This is to encourage performers to be prepared.

{Parent Initials} _____

Travel Information

Traveling with the choir requires a completed permission slip on file every time we travel. District forms will be provided in a timely manner. Students without forms on file at the time of departure will not be allowed to travel.

Travel to performance events varies:

- Transportation varies depending on the trip but is typically composed of travel by bus or car. In order to travel by car, whether driving your student or other student(s), appropriate district paperwork must be on file. *Waiver of Liability, Assumption of Risk, and Indemnity Agreement* (2018-5b)
- A mandatory transportation fee will be assessed for all events to which the choir boosters provide bussing.
- Students travel to/from events together in order to assure safety & arriving at the performance venue together.
- Wherever we travel, students must wear either performance attire, their Oak choir t-shirt, or what is required by the Director.

Bus behavior:

- District and class behavior policies must be followed at all times.
- We always respect the rules and cleanliness of the bus. You may be asked to stay and make sure the bus is clean before departing the bus.
- Girls and boys always sit separately - either across the aisle or on different buses.
- Using electronics is allowed, but the district technology policy will be strictly enforced.
- Everyone loads and unloads as a group.

Valuables:

- Please do not bring valuables to rehearsals and/or performances, including large amounts of money.
- It is important to bring a small amount of money for food when advised by the Director/boosters. We will always list a suggested amount.

Pre-Boarding Bus Rules:

- Meet in the assigned location 15 minutes before departure.
- You must be dressed appropriately - either in costume or apparel as determined by the director.
- Stand with your choir in alphabetical order.
- Attendance will be taken.
- If you are late, we will try to contact you. The buses, however, WILL LEAVE ON TIME.
- If you miss the bus, you must be driven to the event venue by a parent.

Important Travel Details:

- Students will be asked to call home within 30 minutes of our arrival back to school and may use their cell phones, a friend's phone, or a chaperone's phone in order to reach their parent(s).
- It is important for students to be picked up promptly! It is disrespectful to those who have assisted with students all day to have to sit and wait for a student's ride to show up.
- If a student has given their parent's written permission to the Director in advance, he/she can leave with his/her parent directly from the event. The parent must sign the student out with the lead chaperone before leaving the premises.
- If a student desires to depart with the parents of another student, the appropriate district document must be on file.

{Parent Initials} _____

FRIENDS OF MUSIC BOOSTER CLUB

The Friends of Music (FOM) Booster club is your go-to source for all information about Oak Choir! FOM is a parent volunteer organization committed to the vision, growth, and support of vocal music at Oak Middle School, and is a *501(c)(3) tax exempt organization*. Our Tax ID Number is 27-0285675. FOM organizes and implements the main events for Oak Choir. Please consider becoming an FOM Booster Member and enjoy the many benefits beyond sharing a year of choir with your student(s). Everyone is encouraged to attend the monthly meetings to hear the latest information about shows, upcoming events or director's policies.

The FOM Executive Board is responsible for:

- Helping with costume purchases, sizing and fittings.
- Organizing fund-raisers to support Oak Choir
- Managing Oak Choir's events and appearances
- Finding committee leads and volunteers
- Managing administrative paperwork
- Keeping choir parents involved and in-the know
- Creating an annual budget and keeping accounts clear, organized & accurate

We need our families! Our program is only successful if we all work together to help our kids shine on stage! Here are just a few areas in which you can help out:

- Costume Sizing and Alterations and Garment Bag check
- Show Needs (Box Office, Hospitality, Holding Room Chaperones, Donating drinks & snacks)
- Chaperoning Field trips and Competitions
- Transporting performance gear to performance venues
- Assisting backstage
- Attending a choir dine-out event, watching a show, supporting a fundraiser, setting up and breaking down events

We request a suggested **8 hours minimum** of volunteer time per family during the year.

How to contact the FOM Booster Board:

President: Nora Dines

FriendsofMusicPresident@gmail.com

Executive VP:

Chaperone Coordinator: Nora Dines

FriendsofMusicPresident@gmail.com

Fundraising and Marketing: Tina Lopez

Lopezcamp@me.com

Treasurer: James Allen

FriendsofMusicTreasurer@gmail.com

Secretary: Melanie Eagen

FriendsofMusicSecretary@gmail.com

Volunteers: Carrie Allen

FriendsofMusicVolunteers@gmail.com

Technology & Website:

FriendsofMusicTech@gmail.com

Advisor/Director: Vince O'Connell

VOconnell@losal.org

How can YOU help support the Oak Choir?

(Please print, complete, and return this page to the choir room.)

Beyond coming to FOM meetings and becoming booster members, there are a variety of ways you can help keep our program strong. Joining the choir team is a great way to share your student's passion for music and to network with other parents. Helpers with positive attitudes who enjoy having fun while creating a wonderful experience for all Oak Choir choir students are essential to the success of our program!

Parent Name: _____ Email or Phone: _____

Student Name: _____ Grade: _____ Choir: _____

Please Mark Volunteer Areas That Interest You!

- Competition Chaperone
- Rehearsal Chaperone
- Trip Chaperone
- Backstage Manager
- Backstage Chaperone
- Lights / Audio Support
- Ticket Sales
- Snack Bar Sales
- Photo Sales
- Flower Sales
- Oak Apparel Sales
- Performance Runners
- Loading & setting up risers
- Flower Arrangements
- Fundraiser Lead/Helper
- Costume Sizing/Alterations
- Costume Organization/Garment Bag Checks
- Choir Coordinator - Communications
- Choir Coordinator - Costumes
- Choir Coordinator - Photos & Memory Book
- Making Copies
- Awards Night Help
- Photography
- Building / Carpentry / Sets

I can help during school hours! Please write the time each day you are available.

_____ Monday | _____ Tuesday | _____ Wednesday | _____ Thursday | _____ Friday |

_____ My business services or talents may be beneficial to the Oak Choir program.

Details: _____

_____ I have access to (or can haul) a trailer/truck/etc and would be willing to help transport risers/props/etc.

COMMUNICATION CENTRAL

Mr. O'Connell Contact Information:

Vince O'Connell | 562.799.4740 x76242

Email: VOconnell@losal.org

School Address: Oak Middle School, Rm 42 10821 Oak St. Los Alamitos, CA 90720

AERIES

"AERIES" is an AWESOME text/email program which Mr. O'Connell uses to send out reminders to parents and students. Mr. O'Connell does not see the specific phone numbers, just the name you provide the texting program (ex: Nick's mom). **If your child is in two choirs, please sign up to receive text messages from both groups.** Sign up codes will be sent out by Mr. O'Connell. You can also sign up at Remind.com or with the Remind app from your smartphone.

Charms Office

CHARMSoffice.com

Charms is how we contact YOU! It is important that you log in and update all of your contact information. We highly recommend you sync your calendar with Charms so that you have the most updated calendar of events at your fingertips. We also use Charms to organize volunteers, costumes and make payments. This information is key to your successful experience in choir. Please see the Charms page in this handbook for detailed instructions.

Friends of Music Website

www.oakchoir.com

Friends of Music Booster Club has created a user-friendly website with all the information you need! If you have a question, chances are, our website has the answer! Bookmark this website for easy access! You can find up-to-date documents, fundraiser information, calendar dates, news bulletins, contact information, pictures, and videos! You can even donate to Oak Choir from our website!

Friends of Music Contact Information

You can find individual email addresses for all our Board members on the Friends of Music Contact Page or the Oak Choir website. **Our Choir Website is:** <https://www.oakchoir.com>

Our Mailing Address is:

Oak Friends of Music

11278 Los Alamitos Blvd. Box #708 Los Alamitos, California 90720

Find us on Facebook at: <https://www.facebook.com/oakchoirs>

Follow us on Instagram at: Oak_Choir

{Parent Initials} _____

How to Access Your CHARMS Account

Please ensure that your contact information is always up-to-date! CharmsOffice.com keeps track of every student's contact information, choir finances, choir calendar, and volunteer lists/organization, and distributes mass emails and attachments to keep you informed. If you have questions or need assistance in using Charms, please contact the FOM Secretary.

You will use this site to:

- input and update all of your student's personal information and your contact information
- sign up to volunteer at all of the events
- check the most updated performance, rehearsal, and meeting dates
- pay your contributions via PayPal, if you prefer

How to access parent/student information:

1. Log on to www.charmsoffice.com, and click the “ENTER” link at upper right.
2. Locate the “PARENT/STUDENT/MEMBERS LOGIN” section of the web page.
3. Login to your child’s program account using the following School Code: **OakMSChoir**
4. This will bring up the main parent page with access to the “public” calendar and handouts.
5. Clicking on an event on the calendar brings up the details for that event.
6. If you are a returning Oak Choir Student, your Charms password is the same password you used last year. If you are a new Oak Choir Student your Charms password is **the first three letters of your first name and the first three letters of your last name in all CAPS**. Once you have first entered this ID number, you may create your own unique password by clicking on the “keyhole” button.
7. When you enter your child’s Password in the **Student Area Password area**, another more detailed screen appears with even more options to view such as your student’s calendar, financial records, volunteer needs, and forms.

Update Personal Information –you may help make changes to your child’s student information page (such as updating phone numbers and email addresses if they change) to help us communicate with you more effectively. Click the *Personal Info* button. Remember to update the adult page also. **Please do not ever change the clothing sizes we have entered for your child.**

You can link your checking account to PayPal or make one-time credit card payments for choir fees, contributions, or apparel and other merchandise. You will see blue buttons in the four main areas of the financial statement indicating your ability to make online payments. By choosing this option, you will be responsible for PayPal’s 3% Transaction Fee.

{Parent Initials} _____

To subscribe to the CHARMS calendar...

For iPhone:

1. Go into the Settings app
2. Touch "Mail, Contacts, Calendars"
3. Under Accounts, touch "Add Account"
4. On the Add Account screen, touch "Other"
5. Under Calendars, touch "Add Subscribed Calendar"
6. For the Server value, enter the URL of the public calendar:
<https://www.charmsoffice.com/charms/calsynct.asp?s=OakMSChoir>
7. Touch "Next" in the upper right corner.
8. It will verify the server then show a subscription page. Change the description if you like. 9. Touch "Save" to save the subscription.

For Android:

To sync with Android devices, you will need to use your Google account and Google calendar.

1. Under "Other Calendars" click the Add link.
2. Select "Add by URL" and enter the following:
<https://www.charmsoffice.com/charms/calsynct.asp?s=OakMSChoir>
3. Click "Add Calendar"
4. Google will begin to sync your calendar, and it will appear on the screen.
5. Click Settings and change the long name of the new calendar to Charms Calendar.
6. Your phone should automatically be set to sync with your Google calendar.
7. On your phone: Click on "Calendar" then bring up the settings for the calendar. Click on Calendar Sync. You should see your google account listed already.
8. Make sure Auto-Sync is checked.

An Explanation of Financials

Transportation Fees

Transportation fees cover the cost of transporting your student and all necessary equipment, performance personnel, and travel insurance when we perform outside of Oak. These fees are estimated and will vary due to the differing number of events each choir participates in. More advanced and competing choirs will have higher transportation fees. It is strongly encouraged for all the students to travel together on FOM-provided transportation. This enables us to keep track of our students and ensure they arrive safely and as a group to perform. It's also a way for the students to focus on the performance ahead. The district provides mandatory transportation forms for parents who choose to drive their student or will be driving a student other than their own. (You will find these forms at the back of the handbook.) Transportation fees are mandatory for ALL students. Free and Reduced students receive fee-waiver assistance. Please contact our treasurer at: friendsofmusictreasurer@gmail.com to make use of this service.

Participation Donation

Your participation donation is a vital component of our choir budget! We use these monies to support the many needs of our large program and all that it takes to bring a show to the stage. Here are just some of the important expenses your optional donation helps cover:

Costumes- We do our best to purchase and tailor-fit costumes for each performer so they look fabulous on stage! We may also purchase accessories, props or other costume pieces to fulfill the Director's vision or make us more competitive during competition season.

Choir Tee Shirt - Each performer is given a custom-designed t-shirt to wear to spirit days, rehearsals, and outside events. Show your Oak Pride wherever you go! (*Mandatory to wear on school outings unless directed otherwise by the Director.*) **Music & Band**– Music and song rights are purchased by FOM, with most of the songs custom-arranged for our students' voices. We use a live band for our concerts and competitions, and your donations ensure we have the best possible sound for our students. It's a great experience for our students to perform with live music and the added energy that a band brings to a performance.

Clinicians – Our students will have the privilege of working with a number of excellent support personnel – voice coaches, choreographers, adjudicators, directors – who will provide their expertise and knowledge to assist the Director in fulfilling his vision of excellence for our choirs.

Payment Details

We offer payment services via Venmo (@OakFOM), PayPal, through CHARMS, cash, check (made payable to Friends of Music or FOM). We gladly accept payments made in full at the beginning of the school year. Please note that non-profit laws prohibit us from refunding any donation or fundraising credits made to the program. FOM is a 501(c)(3) corporation, and as such, your donations may be tax deductible. Please consult your tax preparer for specifics.

Please complete all donation and fee payments by March 31, 2022. Friends of Music provides numerous fundraisers and payment plans to assist our families in meeting this deadline. We also provide monthly statements to help you stay on track. We work, play, and perform together, and truly want to see every student succeed in this program. Please contact the Friends of Music Booster Board with any questions or concerns you may have.

{Parent Initials} _____

FINANCIAL SUPPORT

Oak Choir students GROW personally and in performance throughout the year, and you will be amazed at all they accomplish! The Oak Choir program provides unique, fun, and safe opportunities for students to explore their creative potential. Your student will build self-confidence and make friends, learn to support fellow classmates on and off the stage, and learn to juggle busy schedules. FOM is grateful for the dedication and incredible vision of our program director, Mr. O’Connell, and appreciative of the Oak Choir parents for their continued support and dedication to our students. It takes all of us to bring a show successfully to stage and to manage the logistics of a program like ours. Vocal performance and personal excellence is our goal!

In order to maintain this amazing program, it is essential that basic revenues are obtained to offset the substantial costs – hence the need for fundraising activities, program fees, and donations. All choir members and their families are encouraged to participate fully in these activities – it is more fun, and the program is more successful, when everyone works and plays together. As you know, school budgets continue to be very tight, and we are thankful the Los Alamitos USD has chosen to continue to invest in hiring arts educators. Beyond our director, the Oak Choir Program is funded 100% by our fees and donations, fundraising, and the support of our families and the community. Below you will find the detailed contributions by students which are needed to fund our budget and run our program.

GROUP	PARTICIPATION DONATION	TRANSPORTATION FEE	SPECIAL TRIP / FESTIVAL	TOTAL FEE / PARTICIPATION
SHOWCASE	\$150	\$25	TBD	\$175
SHOWSTOPPERS	\$200	\$50	---	\$250
SHOWMEN	\$200	\$50	---	\$250
SHOWSTARS	\$150	\$25	---	\$175
SHOWTIME	\$150	\$25	---	\$175

PAYMENTS: Payments can be made via Venmo (@oakfom), check (delivered to the locked box in the classroom), credit cards (through PayPal using your CHARMS account). Payments may be made in installments (due dates set up in Charms) or paid in full. The beauty of payment in full is 1) you won’t need to participate in fundraising (unless you really want/need to!) 2) your treasurer won’t be bugging you for payment! 3) you help our program immensely with immediate payment as money is spent starting in August with costume and music purchases.

Account statements will be emailed home monthly to give you a snapshot of your student’s account. It’s important that your CHARMS information is accurate in order that you receive these statements, as well as emails from the FOM Executive Board. Please continue to update your CHARMS account throughout the year if your contact information changes.

{Parent Initials} _____

DONATING & PAYING FEES

1. Students will have their own account with a private password that can be accessed on CHARMS.
2. CHARMS manages student information and finances. It is also our main way to email information to our families. The first assignment of the year will be to set-up and timely update your CHARMS account. Charms access will be available to you by Mid-July. (*Directions on how to access your CHARMS account are found separately in the handbook*)
3. Fees and donations may be dropped off in the locked metal payment box in the choir room near the back door.
4. To ensure accurate recording of your payments, please include the student's name and choir with every payment you make. (The memo line on your check is perfect for this!) Please use an envelope whenever possible.
5. Checks must be written to either FOM or Friends of Music unless instructed otherwise. In the event of a returned check, all fees incurred by FOM will be charged and collected from the student's account. These fees must be paid in full. We reserve the right to request payments by cash or money order.
6. Credit Card payments may be made on CHARMS via PayPal. The 3% fee charged by PayPal will be included in your payment. This 3% service fee is NOT paid for by FOM. Log into www.charmsoffice.com to connect.
7. Payments will be processed by the FOM Treasurer and recorded to your account.
8. We offer payment installment options, or you may pay the entire fee and donation amount in full. Please note that non-profit laws prohibit us from refunding any donation or fundraising credits made to the program. *The good news is that most of your donations are tax deductible! You can print your receipt directly from CHARMSoffice.com for all donations received (consult your tax professional for details).*
9. Charms fundraising credits **can** be rolled over from year to year as long as your student remains in the program. At the end of 8th grade, credits can be transferred to siblings as long as a request is made before June 1 of the older sibling's 8th grade year. There is **NO ROLLOVER** from Oak Choir to Los Al High School choir.. Upon leaving the choir program, all account credits roll into the General Fund.
10. Charms credits can be used for designated choir expenses only.

Fee and Donation Assistance

Rest assured, no student will be denied the right to participate due to a lack of funds. We want to stress that your participation is necessary and desired – please do not drop out of this life-changing program because of financial concerns! We will find a way to discreetly work together to create the best experience for your student and family.

Please contact FOM's Treasurer at: FriendsofMusicTreasurer@gmail.com or President at: FriendsofMusicPresident@gmail.com if you need assistance.

{Parent Initials} _____

FUNDRAISING OPPORTUNITIES

Suggested donations for each family are based on the choir(s) your student is in. The number of events is based on available opportunities and the expected level of commitment. Ways that you can help FOM meet the annual budget are through the sale and purchase of tickets to performances, by purchasing a Booster Club membership, and donating refreshments at our shows. We ask students to try and sell 4 tickets to each show which guarantees a full house to perform to and helps offset expenses. All monies raised directly benefit the program and every student. This support helps ensure that the Oak Choir program continues to offer meaningful opportunities, a high level of excellence, and a positive experience for our students. We encourage those participating in multiple activities to take advantage of the fundraising opportunities we provide. We strive to provide a wide and varied amount of fundraisers so you can choose the ones that work best for your family. Your participation along with paid fees and donations will ensure FOM not only meets the annual budget, but that the music program at Oak stays strong!

- **MAJOR FUNDRAISERS:** Monies earned from these activities go directly into the general choir budget. Major fundraisers include Parent Nights Out, Choir Family Restaurant Dine-Outs, Silent Auctions, and Opportunity Drawings.
- **TASTE 4 LOS AL:** This annual fundraiser involves selling tickets to the Taste for Los Al event held in Rossmoor in October. Students are given a credit for each ticket sold, typically \$10 - \$30 per ticket depending on when the ticket is sold. These credits will be posted in Charms and applied to your student's account. **[TBD]**
- **OPPORTUNITY DRAWING(S):** Families are encouraged to sell ten (10) tickets per family, and the drawing is held at a predetermined choir show during the year. Prizes are awarded for the 1st-3rd places; with cash prizes typical.
- **ADDITIONAL FUNDRAISERS:** Multiple opportunities are available for you to fundraise - most of these fundraisers will directly benefit your student's individual account. If you know a fundraiser you think would be good for Oak Choir to run, let us know!
- The fundraisers we do are similar, but not limited to:
 - Program Ad Sales: 50% of the sale price goes towards the participation donation for the student who sells the ad. This year we are offering a \$200 Community Partnership ad, which we will host on our website for the school year.
 - See's Holiday Candy Sales (variable profit to student)
 - Product Fundraisers - Reusable Bags, Popcorn, Cookie Dough, Wrapping Paper, Coffee

Choir is life-changing for Oak students. Thank you for giving your time, talent, and financial support to a program that provides daily singing lessons, performing/singing/dancing on stage for friends and family, learning musical skills and life lessons, making friends and gaining confidence in individual and group settings.

Please contact FOM's V.P. of Fundraising for more information at: Lopezcamp@me.com

{Parent Initials} _____

SHOW TICKETS

Every Oak Choir performer will “Sing With Pride” at our shows. This year we hope to create performances that highlight each choir in a safe way for all. Our goal is a minimum of 2 performances this year. At each concert you can expect to see your student's choir perform 2-4 numbers. These concerts are fun and entertaining and are very well-attended by our choir families and the community.

- In order to see your child perform, you will need to purchase a ticket for the show.
- If you become a Booster Member (an additional amount beyond your choir donation), you will receive an early-bird purchasing opportunity.
- It is important to us that parents see their children perform, so if you are enduring financial hardship please contact Mr. O’Connel(VOconnell@golosal.com) or FOM’s President (FriendsofMusicPresident@gmail.com) so we can work together to ensure you see your child(ren) perform.
- Students are asked to try and sell 4 tickets for each show. All funds collected from ticket sales go directly to support the choir program.

Fall Broadway Concert, Winter Preview Concert and Spring Pops Concert are typically held at one of two venues:

McGaugh Auditorium

1698 Bolsa Ave., Seal Beach, CA 90740

Los Alamitos PAC

3591 W. Cerritos Ave, Los Alamitos, CA 90720

Los Alamitos District Choral Festival - ALL choirs in the Los AL District - Cottonwood Auditorium

4505 Katella Ave, Los Alamitos, CA 90720

(This hall seats three thousand people and it will sell out. Tickets are available approximately 1 month before the Festival and are ONLY sold through the district. We have just ONE showing of this concert with about 1200 student performers in this show in grades 4-12. It is AWESOME to watch all the performers in the district show their best together during this event!)

TICKET SALES

All ticket sales (except Handicap seats) will be made through **VANCO**
YOUR EMAILED RECEIPT IS YOUR TICKET!

To purchase handicap seats or ask questions contact oakchoirtickets@gmail.com

PRICE: Concert Tickets range from \$12 - \$15 each depending on venue and will be available to all choir members 2 weeks before the general public. Booster members can purchase tickets even earlier depending on their membership level. Any available tickets will be available first-come-first-served at each show.

Handicap Seats: There are a limited number of handicap seats available. Please check the ticket website for those specific seats or contact the ticket coordinators to provide you with the best option.

Audience Etiquette:

- The doors will open 15-30 minutes before curtain.
- To assure a peaceful start to the show for you and the performers, it is expected for the audience to be in their assigned seats 5 minutes before the performance.
- Those arriving late will be seated in open seats towards the back, as available.
- Food and drink (except water) are not allowed inside the performance venue.
- **Photography and Videotaping is not allowed.** It is a distraction to other viewers, and flashes pose a risk to our performers. Please keep all electronic devices turned off. DVDs of the performances and photos of our performers are available for purchase through Friends of Music Booster Club.
- Clapping, shouts of “Bravo” and standing ovations are appropriate. *Thanks for your support!*

{Parent Initials} _____

Emergency Information – Oak Middle School Choir

This information is required for all choir students to travel to rehearsal, performances, competitions, festivals, etc. This card accompanies students off campus and is important in case of a medical emergency.

Student Name: _____
Last Name First Name

Parent Name: _____ **Daytime / Cell Phone #:** (____) _____

Emergency Contact Name: _____ **Relationship:** _____

Home Phone: (____) _____ **Daytime / Cell Phone #:**(____) _____

Insurance Company: _____ **Policy #:** _____

**** PLEASE ATTACH A COPY OF STUDENT'S INSURANCE CARD ****

Daily Medications: (please specify dose and frequency) _____

Allergies (food, medication, etc.): _____

Other medical concerns or limitations: _____

Date of last Tetanus Shot: _____

Emergency Medical Treatment Agreement

In the event our son/daughter, _____, a minor, becomes ill or sustains injury while in the care of or under the supervision of anyone acting as agents of the Vocal Music Department of Oak Middle School, he/she has permission to obtain medical care for his/her relief.

In addition, I do hereby consent to whatever x-ray, examination, anesthetic, medical, surgical or dental treatment, or hospital care are considered necessary in the best judgment of the attending physician, surgeon, dentist and performed by or under the supervision of a member of the medical staff of the hospital or facility or dental services.

It is understood that this authorization is given in advance of any specific diagnosis, treatment or hospital care being required, but is given to provide authority and power on the part of aforesaid agents to give specific consent to any and all such diagnoses, treatment or hospital care.

As stated in California Education Code Section 35330, I understand that I hold the Los Alamitos School District; its officers, agents and employees, harmless from any and all liability or claims, which may arise out of or in connection with my child's participation in this activity.

I hereby agree to reimburse aforementioned agents for any personal expenses incurred in the care of my son/daughter should any type of medical treatment become necessary.

Parent/Guardian Signature: _____ **Date:** _____

Los Alamitos Unified School District
**NOTICE OF SCHOOL-SPONSORED FIELD TRIP
OR CO-CURRICULAR ACTIVITY**

Student's Name: _____ M _____ F _____ Grade _____ School: Oak
A trip is planned to: Various – see attached
Date of trip: Various – see attached Instructor in charge: Vince O'Connell
Departure time: Various – see attached Return time: Various – see attached
Type of activity: Performance /Rehearsal Transportation, if needed by: District bus/van

1. As stated in the California Education Code 35330. "All persons making the field trip or excursion shall be deemed to have waived all claims against Los Alamitos Unified School District or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip or excursion."
2. In the event of illness or injury, I hereby consent to whatever x-ray, examination, anesthetic, medical, surgical, or dental diagnosis or treatment, and hospital care are considered necessary in the best judgment of the attending physician, surgeon, or dentist and performed or under the supervision of a member of the medical staff at the hospital or facility furnishing medical or dental services.
3. I fully understand that participants are to abide by all District/school rules and regulations governing conduct during the trip. Any violation of these rules and regulations may result in that individual being sent home at the expense of his/her parent/guardian.
4. Should travel be delayed or the stay be extended for any reason, the parent/guardian will be responsible for any additional costs. The purchase of travel insurance is advised.

In case of an emergency on the field trip, please contact:

Name	Relationship	Home phone () _____	Cell phone () _____
		Work phone () _____	

If the above-named person cannot be reached, list to whom the child may be released in case of an emergency:

Name	Relationship	Home phone () _____	Cell phone () _____
		Work phone () _____	

Write below your choice of physician (2nd choice may be school selection):

Physician's Name	Address	Phone
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IMPORTANT:

- My child may participate in this voluntary field trip/excursion.
- I authorize any licensed physician to render necessary emergency treatment for insure or serious illness when neither parent can be reached and will assume all financial responsibility for such treatment. I authorize the school to choose a physician in case of emergency.
- I do not want my child to participate in this voluntary field trip/excursion.

Parent/Guardian Signature

If your child has "routine" or "as needed" medication in the school Health Office, complete the following section.

Check all that apply:

- My child has orders for medication in the Health Office.
- My child does not need any medication sent from the school for this field trip.
- Please send my child's medication to be carried by the chaperone and administered when my child goes to the chaperone at the designated time.
- My child's medication is for a life-threatening condition (diabetes, asthma, severe allergic reaction) and my child:
 - Must carry the medication AT ALL TIMES.
 - Knows how to use the medication independently.
 - My child _____ already carries the medication _____ will pick it up from the Health Office before departure.
- My child has diabetes and:
 - Will bring all necessary snacks and treatments for low or high blood sugars from home. (Please send enough food to cover the entire day in case there is a delay in getting meals.)
 - Will need the glucose meter from the Health Office and will bring all other supplies from home.
- My child has a Medical Alert bracelet or other medical identification on his/her person at all times. (This is strongly recommended for all students with medical needs.)
- My child may take the following medication(s) (please attach a list) as prescribed and the medicine has been given to the adult chaperone.

Parent/Guardian Signature Date

STUDENT TRIPS AND TRANSPORTATION [TBD]

WHO	WHAT	WHERE	WHEN	Parent Initials
ALL CHOIRS	Broadway Concert Dress Rehearsal: October 30, 9:30am-12:30pm Concerts: November 5-6 All shows 6:00pm call time	McGaugh Elementary	Parents drop off and pick up at McGaugh Elementary.	
ALL CHOIRS	Winter Concert Dress Rehearsal: January 29 9:30am-12:30pm Concerts: February 4-5	Los Alamitos High School PAC	Parents drop off and pick up at Los Alamitos HS	
ALL CHOIRS	All District Choral Festival Dress Rehearsal: March 14 Concert: March 14, 6pm	Cottonwood Auditorium	8:30AM Students will be bussed to Cottonwood Church for ADCF rehearsals; buses will return to Oak in time for student lunch.	
ALL CHOIRS	Spring Pops Concert Dress Rehearsal: May 7 9:30am-12:30 pm Concerts: May 13-14 All shows 6:00pm call time	McGaugh	Parents drop off and pick up at McGaugh	
SHOWTIME / SHOWSTARS	MARCH 7 (tentative) ShowChoir Exchange 10am - 2pm	Oak Middle School	Students transported by parents	
SHOWSTOPPERS SHOWMEN SHOWCASE	MARCH 4 - BURBANK BLAST Show Choir Competition	Burbank HS Burbank, CA	Students will be bussed to and from the competition. Time TBD	
SHOWSTOPPERS SHOWMEN SHOWCASE	MARCH 18-19- XTRAVAGANZA Show Choir Competition - LAHS Time TBD	Los Alamitos HS Los Alamitos, CA	Students will perform on Saturday. Meet in the Main Breezeway, Time TBD	
SHOWSTOPPERS SHOWMEN SHOWCASE	APRIL 1 - OCEANSIDE Show Choir Competition Time TBD	Oceanside HS Oceanside, CA	Students will be bussed to and from the competition. Time TBD	
SHOWSTOPPERS SHOWMEN	Community Arts Showcase Date Dependent on Invitation to Perform	Disneyland Anaheim, CA	Students will be bussed to and from Disneyland. Time TBD	
SHOWCASE	Heritage Festival Trip	San Diego, CA	April 7-10, 2022	
SHOWCASE	Various Community Events - TBD	(example: Holiday Tree Lighting, District Office Meeting)	Details TBD	
SHOWCASE	Promotion Vocal Rehearsal	Los Alamitos HS	Students will be bussed to and from Los Al HS. Time TBD	

I have read the above information regarding performance rehearsals and events and have added them to my calendar. I understand that some changes may occur and that it is my responsibility to update my calendar promptly. Should a situation arise, other than illness, that affects my child's attendance, I will contact the Director to get an Absence Excuse Form and return it completed at least 1 week before the activity it affects.

Parent Name: _____ Parent Signature: _____

Chaperone Information

**If you want to be considered as a chaperone, fill this page out.
Training will be provided by FOM and is required before chaperoning an event/activity.**

Chaperone Information

Print Name _____

Address _____

City, ZIP _____

Home phone (____) _____ Cell phone (____) _____ Work phone (____) _____

LAUSD Employment ____ LAUSD Certificated ____ LAUSD Classified ____ Not LAUSD employee

Chaperone Responsibilities

The principal/designee has thoroughly explained the purpose of the specific field trip or competitive event for which I am the designated chaperone. The principal/designee has clearly informed me about my duties and responsibilities as a designated chaperone. The principal/designee has given me a copy of the Guidelines for Excursion/Field Trip Supervision Administrative Regulation (2018) which I have read and understand. As a designated chaperone, I agree to fulfill my duties as outlined by the principal/designee and to fulfill all supervision requirements as listed in Regulation (2018). I understand that I may not consume alcoholic beverages or use controlled substances while on this trip. Chaperone duties include but are not limited to bed checks, wake up calls, timely check-ins, bus duty, equipment management, and student supervision.

Chaperone Emergency Contact

Print Name _____ Relationship _____

Address _____

City, ZIP _____

Home phone (____) _____ Cell phone (____) _____ Work phone (____) _____

Medication Authorization: (you can also attach a copy of the insurance card)

Medical Insurance Carrier _____

Address _____ Policy No. _____

Physician's Name _____ Phone No. _____

In the event of illness or injury, I hereby consent to whatever x-ray, examination, anesthetic, medical, surgical or dental diagnosis or treatment, and hospital care from a licensed physician and/or surgeon as deemed necessary for my safety and welfare. It is understood that the resulting expenses will be the responsibility of the participant. *Please list below any special problems for which the staff should be aware and to list any medication you are currently taking.*

Signature _____ Date _____

Liability Release

As stated in California Education Code section 35330, "All persons making the field trip or excursion shall be deemed to have waived all claims against the Los Alamitos Unified School District or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip or excursion."

My signature below indicates that I have been informed of my responsibilities as a chaperone, and agree to the Liability Release and Medical Authorization.

Signature _____ Date _____

Student Code of Conduct

This form has been reviewed in class with Mr. O’Connell and completion is mandatory for ALL students. This page must be completed and returned on or before Tuesday, January 25, 2022.. Give to Mr. O’Connell or place in your choir’s “IN-FOLDER” located in the choir room.

It is important to realize that as a member of Oak Middle School Choir you represent the ideals and expectations of our choir program and our school at all times. You are expected to set a positive, respectful demeanor at all times. Parents and students, please initial below to indicate that you have reviewed the handbook together and understand the rules and expectations of the Oak Middle School Choir.

____/____ I will treat all adults, superiors and fellow students with respect and honesty.

____/____ I will be responsible for my costume pieces and keep them in good repair.

____/____ I will come to class on time with a positive and willing attitude ready to learn.

____/____ I will complete all assignments and activities in a thorough and timely manner.

____/____ I will be mindful of behavior and the personal space of my choir-mates, keeping my hands and opinions to myself and representing my school with pride.

____/____ I will use appropriate language in class and when I am on any sanctioned choir trip/activity.

____/____ I will use social media only to contact my parents upon returning from a bus trip and will not use it to deride, degrade, or belittle another person, choir, judge, or school.

____/____ I will be loyal to my classmates and offer them support and assistance to the betterment of the team.

____/____ I will abstain from drinking, smoking, vaping, or using drugs to keep my body in performance condition and be an asset to my choir.

____/____ I understand that missing a rehearsal/performance/competition affects the entire group.

____/____ I understand that violating these requirements could result in being removed from the program.

Student Print Name

Student Signature Date

Parent/Guardian Print Name

Parent/Guardian Signature Date

CHOIR CLASSROOM & PERFORMANCE CONTRACT

This page must be completed and returned by your student, on or before Tuesday, January 25, 2022.
Give to Mr. O'Connell or place in your choir's "IN-FOLDER" located in the choir room.

It is important that all parents and singers read through the handbook and calendar.

All expectations are clearly outlined in this handbook. Once you have read the information below, return this contract to the Director, along with the permission slip packet and any additional FOM information.

_____ I have read the Oak Choir Handbook Behavior Expectations page 6

_____ I have read the Oak Choir Handbook Grading Policies and Performance policies page 7-10

_____ I have read the Oak Choir Handbook Performance Appearance pages 11-14

_____ I have read the Oak Choir Handbook Social Media Contract page 31

_____ I understand the rules and expectations outlined in the Handbook.

_____ I understand that performances are the class 'tests' & competitions are the "finals".

_____ I understand that my child missing a concert/performance/competition is similar to missing a championship game.

_____ My child is available to perform at the events listed in the Handbook, page 28.
Are there conflicts? Talking with Mr. O'Connell about them NOW means we can work situations out.
Contact email: VOconnell@losal.org

_____ The aforementioned concert & rehearsal dates are in our family/personal calendar.

Student Signature: _____ Choir: _____

Parent Signature: _____ Date: _____

Additional questions we have:

SCHOOL DRIVER REGISTRATION FORM**DRIVER INFORMATION**

Driver (circle one): Employee Parent/Guardian Volunteer

Name: _____ Date of Birth: _____

Address: _____

Telephone: () _____ Cell Phone: () _____

Driver's License No.: _____ Expiration Date: _____

*Drivers license must be valid at all times when driving students.***VEHICLE INFORMATION**

Name of Owner: _____

Address: _____

Make: _____ Year: _____ License Plate No.: _____

Registration Expiration: _____ Seating Capacity: _____

INSURANCE INFORMATION

Insurance Company: _____ Telephone: () _____

Policy No.: _____ Expiration Date: _____

Liability Limits of Policy: _____

*Minimum allowed to transport students by private automobile is liability insurance \$300,000.00 per occurrence.***DRIVER STATEMENT**

I certify that I have not been convicted of reckless driving or driving under the influence of drugs or alcohol within the past five years and that the information given above is true and correct. I understand that if an accident occurs, my insurance coverage shall bear primary responsibility for any losses or claims for damages.

I certify that I have received and will abide by the driver instructions provided by the District, including Board Regulation 2018.

Name: _____ Date: _____

DRIVER INSTRUCTIONS

When using your vehicle to transport students on field trips or other school activity trips:

1. Be sure that you have registered with the District for such purposes and have a valid driver's license and current liability insurance at or above the minimum amount required by Regulation 2018.
2. Check the safety of your vehicle: tires, brakes, lights, horns, suspension, etc.
3. Carry only the number of passengers for which your vehicle was designed. If you have a pickup truck, carry only as many as can safely sit in the passenger compartment.
4. Require each passenger to use an appropriate child passenger restraint system (child car seat or booster seat) or safety belt in accordance with the law.

Note: SB 7 (Ch. 425, Statutes of 2007) added Health and Safety Code 118947-118949 to make it unlawful for a person to smoke in a motor vehicle in which there is a minor; see accompanying administrative regulation.

5. Do not smoke a pipe, cigar, or cigarette while there are minors in the vehicle, as required by law.
6. Obey all traffic laws.
7. Take the most direct route to the destination or event without unnecessary stops.

In case of emergency, keep all students together and call 911 and the District Office.

LOS ALAMITOS UNIFIED SCHOOL DISTRICT

Waiver of Liability, Assumption of Risk, and Indemnity Agreement

Participant's Name (please print): _____

Waiver: In consideration of being permitted to ride in a personal (non-District) vehicle to, from, or during the voluntary field trip to _____ [insert location] on _____ [insert date] (hereinafter called "The Activity"), I, for myself, my heirs, personal representatives or assigns, **do hereby release, waive, discharge, and covenant not to sue** the Los Alamitos Unified School District, its Board members, officers, employees, and agents from liability from **any and all claims including the negligence of the Los Alamitos Unified School District, its Board members, officers, employees and agents**, resulting in personal injury, accidents or illnesses (including death), and property loss arising from, but not limited to, participation in The Activity.

Parent Signature_____
Date

Assumption of Risks: Participation in The Activity carries with it certain inherent risks that cannot be eliminated regardless of the care taken to avoid injuries. The specific risks vary from one activity to another, but the risks range from: 1) minor injuries such as scratches, bruises, and sprains; 2) major injuries such as eye injury or loss of sight, joint or back injuries, heart attacks, and concussions; to 3) catastrophic injuries including paralysis and death.

I have read the previous paragraphs and I know, understand, and appreciate these and other risks that are inherent in The Activity. I hereby assert that my participation and that of my child is voluntary, and that I knowingly assume all such risks.

Indemnification and Hold Harmless: I also agree to INDEMNIFY AND HOLD the Los Alamitos Unified School District, its Board members, officers, employees, and agents HARMLESS from any and all claims, actions, suits, procedures, costs, expenses, damages and liabilities, including attorney's fees brought as a result of my involvement in The Activity, and to reimburse them for any such expenses incurred.

Severability: The undersigned further expressly agrees that the foregoing waiver and assumption of risks agreement is intended to be as broad and inclusive as is permitted by the law of the State of California and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

Acknowledgement of Understanding: I have read this waiver of liability, assumption of risk, and indemnity agreement, fully understand its terms, and **understand that I am giving up substantial rights, including my right to sue.** I acknowledge that I am signing the agreement freely and voluntarily, and **intend by my signature to be a complete and unconditional release of all liability** to the greatest extent allowed by law.

Parent Name (Print)_____
Parent Signature_____
Date

Social Media Contract

Social media is defined as:

Forms of electronic communication through which users share information, ideas, personal messages, and other content such as images or videos across a variety of applications (apps).

Social media is a valuable tool, specifically used by the Oak Middle School Choir Program to communicate organizational information and promote our program. For this reason, all parents and students affiliated with our program must adhere to social media platform usage. More specifically, this means that if a parent or student does not abide by the prescribed social media contract below, the student's involvement in the Oak Choir program may be restricted (unable to compete and/or travel), revised (change in their choir enrollment) or terminated, at the Director's discretion on a case by case basis. It is important to note that the disciplinary actions implemented by the choir program may be in conjunction with the disciplinary action taken by the school, should the offense violate the social media contract parents and students sign during enrollment each year in the Los Alamitos Unified School District. For your reference, a copy of the district policy can be found online at:

https://www.lostal.org/cms/lib/CA01000497/Centricity/Domain/86/Acceptable_Use_of_District_Technology_Agreement.pdf

In reviewing the contract below, please keep in mind cyberbullying includes, without limitation, the transmission of communications, posting of harassing messages, direct threats, social cruelty, or other harmful texts, sounds, or images on the Internet, social networking sites, or other digital technologies using a telephone, computer, or other wireless communication device.

SOCIAL MEDIA CONTRACT:

The content of any message I send (by text or instant message) or post (on social media applications such as but not limited to Facebook, Instagram, YouTube, or SnapChat) related to Oak Middle School Choir program to other members, parents, or staff will be positive.

I will not cyberbully, as defined above, or make negative comments about anyone or anything related to Oak Middle School Choir.

I will report any negative comments/cyberbullying I observe or that are directed at me to the Director. I understand that posting of photographs or *videos on social media platforms or the Internet related to our competition sets (including but not limited to costumes, choreography, or musical arrangements) are strictly prohibited until after competition season.

*Video Exception:

Please note the Director may request for a volunteer to take a video of a specific choir while they are rehearsing. This type of permitted video recording is to be used strictly by the students and staff as a learning tool and should NOT be posted to a public location on the Internet. For example, it might be posted to a PRIVATE Facebook or YouTube group used by a specific choir, so students can work on vocals or dancing outside of classroom time as homework.

Parent Signature: _____