

CYPRESS LAKES CHORAL PROGRAM HANDBOOK

[Cy Lakes Choir Website](#)

2025-2026

"Respect for ourselves guides our morals; respect for others guides our manners"

Cypress Lakes Choir Expectations:

- Always do your best!
- Treat others the way you want to be treated. (It's a win-win situation.)
- Positive attitudes are contagious and increase a student's desire to create a "musical moment."
- Consistent attendance is imperative. This is what makes choir positive. Attendance at rehearsals and performances is a requirement and part of your grade.
- Be cognizant and plan ahead for choir activities and events. Dates are always given with notice.

Classroom Expectations:

1. Be in your assigned seat with your folder and pencil, when the bell rings.
2. When someone else is speaking, please don't interrupt
3. Keep all body parts and objects to yourself
4. Be courteous and positive of other students
5. Participate daily with a positive attitude
6. Dispose of gum and food prior to rehearsal. You may have bottled water during rehearsals.
7. Put your cell phones away, before you enter the choir room. No cell phones, earbuds, or other electronic devices permitted during rehearsals unless requested by a director.

Daily Procedures

- Cell phones and earbuds are not allowed on the risers.
- ALL backpacks must go on the backpack shelf
- Be in your assigned seat with your folder and pencil, ready to rehearse when the tardy bell rings.
- Put music in order and begin working on assigned material.
- Off-limits areas are pianos, library, uniform room, and choir office. Please ask permission to use any practice room. Any students in an unauthorized area, without directors permission, will receive a behavior consequence.
- Do not play the pianos.

Membership

- Membership in the Cypress Lakes Choir program is based upon attendance at all activities and upon previously learned skills.
- Expectations:
 - o Eligibility in all classes
 - o Attendance at all required extra rehearsals and performances
 - o Positive attitude and teamwork
 - o Application of basic theory and sight-reading skills
 - o Compliance with all school rules
- Conduct Code - Certain standards are necessary for the integrity and reputation of any organization. Each and every choir member should set a good example at all times. Choir members are expected to have and to maintain a character above reproach. Not following school rules will result in loss of membership.

Attendance

- A student is expected to check with the choir calendar before scheduling any driver's education lessons, doctor or dental appointments, or work schedules to avoid any conflicts.
- Absences:
 1. Any student who is absent from class on the day of a performance cannot perform.
 2. Any unexcused absences from dress rehearsal will be cut from the performance.
- Participation is required in every concert, competition, and any other activity scheduled by the director.

CHOIR FEES

All fees are paid on SchoolCashOnline.com

We do not accept ANY cash or checks in the choir room!

Choir Fee - \$50
Choir Shirt - \$20
Due August 29, 2025

All students pay the Choir Fee each year they are in choir.

Every student is required to have a choir shirt. It is part of our informal choir uniform.

Choir Hoodie (Optional) - \$30
Due September 13

All-State Audition Process - \$16 - Due August 29, 2025

Only those students who are auditioning for the Texas All-State Choirs.

Honor Choir Audition - \$11 - Due September 30

Freshmen & Sophomores who audition for the Region 27 Honor Choir

Solo & Ensemble - \$12 per entry - Due December 9

Any student who chooses to sing a solo or an ensemble at UIL Solo & Ensemble Contest

Miscellaneous Costs - TBA

Kemah Festival for all choirs

High School Night at the Opera with dinner

End of Year Banquet

Madrigal Festival (Chamber Choir Only)

Spring Trip

Consequences

Generally, if a student fails to follow one or more of the rules the first time, it might be considered a mistake and a reminder or warning might be given.

If there are repeated reminders, it will then be considered a behavioral problem and a disruption in the learning process. At this point, it is obvious that more stringent actions are needed.

Behavioral problems and/or disruptions will result in a student conference and any of the following:

- removal from the class activities
- completion of a Behavior Response form
- parent phone call
- alternate assignments
- a parent conference
- office referral
- removal from the choir program.

Discipline, Cypress Lakes Policy

- 1st Infraction: Verbal warning
- 2nd Infraction: Assigned seatwork and student-teacher conference
- 3rd Infraction: Call to parent with the option for a parent-teacher conference, and possibly D-Hall assigned
- 4th Infraction: Formal student referral sent to principal

Following classroom expectations and respect makes infractions rare or not at all. The choir program is committed to showing respect to all students and all adults.

Communication

- **Website-** [Cy Lakes Choir Website](#)
You can access forms ,handbook, calendar, etc. on the website
- Schoology
- [Cut Time](#)

Other Forms of Communication:

- **Twitter** - Be sure and follow @cylakeschoir [CyLakes Choir \(@cylakeschoir\)](#) / X
- **Instagram** - cy_lakes_choir https://www.instagram.com/cy_lakes_choir/

CyLakes Choir Website:



Booster Website



Uniforms and Concert Attire

**Uniformity is part of being on a team.
We appreciate you adhering to these guidelines.**

Cypress-Fairbanks ISD supplies new uniforms to us every 10 years. Therefore, we must take care of them. All choir uniforms will be hemmed or altered by a professional seamstress designated by the director. **DO NOT HEM OR ALTER THE UNIFORMS YOURSELF. Lost pieces of your uniform will incur an extra fee.**

Uniforms will be issued before each performance. They will remain housed on the Cypress Lakes campus.

FORMAL

- Gentlemen:
 - o Tuxedos (supplied by the school)
 - o White wing-tipped tuxedo shirt (provided by the choir department)
 - o Cummerbund and Red Tie (provided by the choir department)
 - o Black dress shoes with black socks **(student must provide)**
 - o White undershirt **(student must provide)**
- Ladies:
 - o Long black choir dress (supplied by the school)
 - o No racerback bra or tank that shows straps
 - o Black, flat, closed-toe dress shoes **(student must provide, Toms acceptable, no high heels)**
 - o **You may wear black leggings under your dress, no jeans.**

INFORMAL

- o Choir t-shirt with the choir logo, to be purchased at the beginning of year.
- o Blue jeans - no rips at all

GROOMING:

- Women:
 - o Your hair must be worn back, away from your face. If your hair is short, you must have your hair pulled back. The only jewelry allowed is small, studded earrings. No necklace, belts with logos on them, or extra accessories that distract from the group is allowed.
 - Men:
 - o Your hair should be neatly groomed and not on the face. Pants must sit at the waist with a belt. Your shirt must be tucked in.
 - ALL:
 - o Clean body and deodorant use is necessary!
 - o Do not use perfume or cologne. The mixture of odors are overpowering, and can affect allergies.
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GRADING AND ATTENDANCE POLICIES

1. Check for understanding (25%) 1 per week

Grades will be assigned for daily class participation, written work, and folder maintenance. Rubrics will be used to determine student level of performance on following components of choral music:

- Class participation/work skills
- Positive effort towards developing and reinforcing good vocal technique
- Daily Warm-ups
- Hand Signs

2. Relevant Applications (35%) 2 per Grading Period

- Quizzes
- Singing/Playing/Performance
- Pitch and Rhythm Accuracy
- Marking and Labeling Music

3. Summative Assessment (40%) 3 Per Grading Period

- Performances (noted in **BOLD** on the Calendar)
- Written evaluations
- Singing evaluations/Performance Test

4. POINTS WILL BE DEDUCTED FOR:

- Talking without permission
- Lack of Participation
- Tardy to seat
- Gum
- Folder out of slot
- No pencil
- Cell Phone Visible
- Earbuds Visible

Grade Requirements

- Any member who makes an F in any course during any grading period will be placed on suspension.
- Any member who makes a repeated F in any course during any grading period could be dismissed from the auditioned group.
- Students will present their progress report to their director. If a grade in any course is lower than a 70, the student will be asked to communicate with the teacher for that class and attend tutorial sessions.
- Academics are a priority! If you don't pass, you don't play. That is not a Choir rule, nor is it a Cy Lakes HS rule. It is a UIL Texas Rule!

Extra Curricular Standards of Behavior

With the approval of the principal and Superintendent, sponsors and coaches of extracurricular activities may develop and enforce standards of behavior that are higher than the District-developed Student Code of Conduct and may condition membership or participation in the activity on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time, on or off school property. Extracurricular behavioral standards shall not have the effect of discriminating on the basis of gender, race, color, disability, religion, ethnicity, or national origin. A student shall be informed of any extracurricular behavior standards at the beginning of each school year or when the student first begins participation in the activity. A student and his or her parent shall sign and return to the sponsor or coach a statement that they have read the extracurricular behavior standards and consent to them as a condition of participation in the activity. Standards of behavior for an extracurricular activity are independent of the Student Code of Conduct. Violations of these standards of behavior that are also violations of the Student Code of Conduct may result in independent disciplinary actions. A student may be removed from participation in extracurricular activities or may be excluded from school honors for violation of extracurricular standards of behavior for an activity or for violation of the Student Code of Conduct.

Booster Club

The Cypress Lakes Choir Booster Club exists to provide support to the choir program throughout the year. It is led by a board of directors selected each year.

The board of directors meets once a month to plan upcoming events and determine what assistance is needed for each event. The booster club provides financial assistance for students who may not be able to afford contests, as well as scholarships for voice lessons and outstanding seniors. They help pay for transportation to and from events that the district is unable to cover.

Activities the Booster Club coordinates and supervises:

- A Fall Festival Booth
- The silent auction at the Winter Concert
- Concessions at our Pop Show.
- All Fund-raising events

This cannot be done without the assistance of all our choir parents! Parental assistance with chaperoning events, donating items for the festival and/or the silent auction, and helping fundraise are needed to make your child's experience in choir the best that it can possibly be.

To assist our board quickly right at the beginning of the school year, we have created the following levels of Booster Club membership:

1. Bronze Member (\$25) - listed as sponsor in choir program
2. Silver Member (\$50) - benefit above, plus one adult size choir polo
3. Gold Member (\$75) - benefits above, plus preferential seating at all Cy Lakes Choir Concerts
4. Platinum Member (\$100) - benefits above, plus an additional choir polo, plus name on corporate plaque

Payment will be made to the Cypress Lakes Booster Club. Instructions for that payment will be sent home.

The Booster Club will also be selling ads for our concert programs. You can support your student with a photo and a message as follows:

¼ page ad - \$15

½ page ad - \$25

Full page ad - \$50

You can also sell an ad to a business - we will advertise their business card for \$20. Instructions for these ads will be sent out soon!

As directors, we are indebted to the Booster Club for the support they give to our program, and to each child that is a part of that program. We appreciate any and all support that you as parents can give!

CyLakes Choir Store



Scholarship Opportunities:

1. The Senior Scholarship

This scholarship is for any senior who meets the qualifications set by the CyLakes Choir Booster Club.

➤ **Eligibility:**

A Senior is eligible for the Scholarship according to the following criteria:

- Four year member of the Cypress Lakes Choir Program
- Current on all fees
- Auditioned for the region process or Solo/Ensemble process, as a senior
- Two Cy Lakes HS Teacher Recommendations (You may choose to use a counselor, assistant principal for one of your recommendations)
- Parent/Guardian must volunteer for at least one of the following events:
 - Fall Dinner and Concert
 - Fall Festival
 - Winter Basket Sales
 - Pop Show Concessions
 - Fundraising Distribution
 - End of Year Choir Banquet

Scoring Criteria:

An outside committee, and the Head Choir Director will rank the applicants.

The outside committee will score the application requirements (10%), the extracurricular activities (15%) and the essay (25%). This portion totals 50%.

- Names will be anonymous to the outside committee. All applications will be numbered.

The Head Director will score the choir activities portion of the application (50%).

- Applicant names will remain revealed to the Head Director for the choir activities portion of the application. Upon completion of the scoring, the Assistant Directors will match the applicants name to the assigned number, so the applications are anonymous for the final tally.

This scholarship is named after the O'Brien family, who have been longtime supporters of the CyLakes Choir Program.

Secondary Music

Districtwide Letter Jacket Guidelines

To qualify for a jacket, a music student must earn a minimum of ten (10) points in one year. Points are not carried over from previous years. Points must be earned in one area of activity (Band, Choir, or Orchestra). A student may earn only one (1) letter jacket during his/her high school career. The student may earn additional letters in additional areas of activity and in subsequent years. These letters are designed to denote the year and activity of the award. Jackets will be ordered annually in May.

Band, Choir and Orchestra members may earn points on the following basis:

| ACTIVITY | POSSIBLE POINTS | POINTS EARNED |
|---|---------------------------|---------------|
| TMEA All-Region Band, Choir, Orchestra or Jazz Band Points are awarded for obtaining membership and performing with these groups. Alternates must perform in order to receive points. | 3 points per group | |
| TMEA Freshman All-Region Band or the Auditioned Region Honor Choir Points are awarded for obtaining membership and performing with these groups. Alternates must perform in order to receive points. | 2 points | |
| TMEA Area Audition in Choir, Band or Orchestra Points are awarded for advancing and auditioning/recording at the Area Audition in Choir, Band or Orchestra. | 4 points | |
| TMEA All-State Band, Choir, or Orchestra Points are awarded for gaining membership and performing with All-State group. | 5 points | |
| UIL Solo Performance Points are awarded for earning a Superior (First Division) rating on a Class I, II or III Solo at the UIL Solo/Ensemble Contest. Non-UIL contests do not count. | 3 points | |
| UIL Solo Performance Points are awarded for earning an Excellent (Second Division) rating on a Class I, II or III Solo at the UIL Solo/Ensemble Contest. Non-UIL contests do not count. | 2 points | |
| UIL Small Ensemble Performance Points are awarded for earning a Superior (First Division) rating on a Class I, II or III Ensemble at the UIL Solo/Ensemble Contest. Non-UIL contests do not count. Note: Medium Ensemble events may not be used to gain points. | 3 points | |
| UIL Small Ensemble Performance Points are awarded for earning an Excellent (Second Division) rating on a Class I, II or III Ensemble at the UIL Solo/Ensemble Contest. Non-UIL contests do not count. Note: Medium Ensemble events may not be used to gain points. | 2 points | |
| Participation Credit – 1st year 2 points are awarded at the end of the first year of satisfactory participation which includes participation in performances and competitions. A student who is ineligible for group activities during the year will forfeit these participation points. | 2 points | |
| Participation Credit – 2nd year 5 points are awarded at the end of the second year of satisfactory participation which includes participation in performances and competitions. A student who is ineligible for group activities during the year will forfeit these participation points. | 5 points | |
| Participation Credit – 3rd year 10 points are awarded at the end of the third year of participation. This will allow juniors who have participated for 3 years to qualify for their jacket at the end of their 3rd year. | 10 points | |