

# Manteno High School



**2020-2021**

**Handbook**

**[www.mantenoshowchoirs.com](http://www.mantenoshowchoirs.com)**

**Twitter: @mantenosc**

Revised 5/26/2020

Manteno Magic is a highly selective and competitive show choir that performs regularly throughout the community in addition to its competition schedule. This extracurricular choir serves as an extension of the Manteno High School Choral program, Manteno High School, and the Manteno community. The group has been in existence for nearly 40 years, having performed both locally and nationally, winning numerous awards during its tenure. Manteno Magic show choir strives to provide the highest quality of music education for its members, while continuing to uphold its reputation as a fine performing ensemble.

### **Contact Information**

If there is ever a need to contact Mr. Hoffmann regarding anything Show Choir related, he can be reached at the following:

[shoffmann@manteno5.org](mailto:shoffmann@manteno5.org) or (815) 928-7158

It is imperative that we have all of the information possible in regards to contacting you as well. You are what keeps this program going, and without you being in the know, we cannot be successful. Please make sure that we have your up to date information, especially email address.

### **Remind**

Remind is a safe way for teachers to stay in communication with their students via text messaging. Teachers never see students' phone numbers. Students never see theirs. Although we do have a Twitter Account (@MantenoSC) and our own website (www.mantenshowchoirs.com), this is the most convenient way last minute changes or updates to get sent out to students and parents.

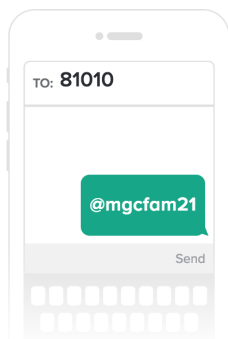
It is very important that you sign up for the notifications, as it will be utilized on almost a daily basis.

#### Texting Updates for Families:

Tell people to text @mgcfam21 to the number 81010

They'll receive a welcome text from Remind.

If anyone has trouble with 81010, they can try texting @mgcfam21 to (815) 216-5375.

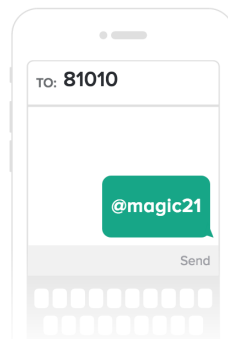


#### Texting Updates for Students:

Tell people to text @magic21 to the number 81010

They'll receive a welcome text from Remind.

If anyone has trouble with 81010, they can try texting @magic21 to (815) 216-5375.



## Rehearsals

Rehearsals for Singer/Dancers will be on Monday nights from 7:00-9:00 and Wednesdays from 6:00-9:00. There may be some days where rehearsal is right after school. This will likely occur after the Fall Sports Season is over and those rehearsals will be held in the MHS Music Room. We may also have rehearsals one Saturday of each month, as well as over Winter Break.

Rehearsals for Combo will likely take place on Wednesday nights & Saturdays as we get closer to a performance and/or competition season. A Crew schedule (likely Wednesday nights, Saturdays) will be created based on shipment/arrival of costumes/equipment. Please make sure you add them to your calendars. Please note, the rehearsal schedule is subject to change.

## General Guidelines

The show choir year lasts throughout the school year, beginning with Summer Activities starting in June and ending in April with the annual Show Choir Gala. The dates listed in the schedule given are some of the most important dates for the choir this year. As an extension of Manteno High Schools' Music Program, **each student in Magic (crew, combo, singer/dancer), must be enrolled in a Manteno High School Music Ensemble (band or choir).**

Attendance at all rehearsals and performances is required with very few exceptions.

Though we make efforts to work around student schedules, attendance at the performances and rehearsals listed below is mandatory to be a member of the group.

*\*Competition locations and dates are subject to change pending administrative approval\**

If you have any conflicts with these dates, please bring them to the attention of Mr. Hoffmann ***ASAP***. ***Absences and conflicts that are not communicated in a timely manner will not be taken lightly.***

## Student Expectations

**Attitude** is the key in making this experience successful for you. What you get out of your participation is a product of the attitude you bring and the effort you put forth, and has an impact on those around you.

**Respect** from others is a reflection of what you give. Support one another in all efforts, both during and outside of performances. In this group, you are only as good as the person next to you.

**Commitment** occurs in EVERY rehearsal and performance. Please see the **Attendance** section of the handbook for policies pertaining to absences, tardies, etc. Again, potential absences from major rehearsals and performances (see above) should be cleared prior to the student's participation.

**Prepare** for each and every rehearsal. In order to be at your best, you will need to work on individual issues with the material outside of rehearsal to ensure that all time spent with the group is as productive as it can be.

**Volunteering** will be a requirement for each member of Magic. As you know, there are a lot of things going that make this program successful, such as Bingo and other fundraisers, that help keep costs down. The parents are not able to always step up, so there will be times for the kids to do their part. All Magic members will be required a minimum of 5 hours of volunteering, 2 hours of which are to be non-show choir related. I will discuss this in more details with the students and the procedure of which to track these hours.

Each student is responsible for these established guidelines. If, after reviewing these policies, you feel you cannot commit to the program, it is recommended that you not participate at this time.

### **Attendance**

1. Students will be allowed the following number of absences per show season:

2 absences for Fall Show (June-Sept)

3 absences for Winter Show (October-March)

1 absence for Gala (March-April)

The allotted absences do not carry over from show to show, and cover all absences, from illness to family trips. Students who use more than their allotted absences will be removed from the group.

2. *An absence from school due to illness is also an absence from show choir and will count towards your allotted absences.* Students must be in attendance for the entirety of the school day in order to attend a night rehearsal. Students who have an elongated illness with a doctor's note may be excused from significant absences.

3. Communication with the directing staff (phone call, text, or e-mail the day of the absence) will help to alleviate potential misunderstandings. Students who do not communicate an absence will result in a double absence (1 missed rehearsal now becomes 2). Bottom line, please communicate.

4. Excused tardiness or absences due to a school-sponsored event will be considered exempt. *Prior communication with the directing staff is essential in these cases.* Students who do not communicate a school sponsored absence will result in a counted absence.
5. Tardiness will not be tolerated. 3 late arrivals will result in a counted absence and/or possible removal from the group. Warm Ups start 7 minutes prior to the rehearsal time.
6. Student who miss any rehearsals during the week of a competition may be held out of performing at that weekend's competition.

### Costumes/Appearance Standards

It is our responsibility to entertain and emotionally move the crowd with each of our performances. Thus, each performance is important and each student shall be prepared and focused to give their best performance possible. Because of that, students should tend to their appearance (hair, makeup, and uniforms) in the same way *every time* they are in front of an audience so that our looks will not in any way take away from the audience's focus on our group performance. (The directing staff will clearly communicate any exceptions to this policy.)

Members are responsible for ALL costume pieces purchased and assigned. All costumes are your personal responsibility to look after, keep track of, and most importantly, store correctly. **You will not perform if this condition is not met.** All assigned jewelry and garments shall be worn appropriately for performances, and **no unassigned jewelry or clothing will be permitted.** Hair should be worn out of the face, and girls should wear stage-appropriate makeup. More specific information will be given at a later time. Costume Sizing dates TBD.

### Costs

Total student fees are nonrefundable and are:

Singer/Dancer - \$550.00 + \$150 Volunteer fee\*

Combo - \$300.00 + \$150 Volunteer fee\*

Crew - \$250.00 + \$150 Volunteer fee\*

\*\$150 will be refunded to each family when they have completed a minimum 8 hours of service including one 4 hour shift at the Main Event Show Choir Invitational and 2 hours at Show Choir Bingo

The Volunteer Fee is due no later than June 30th. The fee can be paid over the phone and/or checks can be mailed to the P.O. Box.

\*Please note: all credit card transactions will require an added processing fee of 3%.

