

**Acton-Boxborough Regional School District**  
**Acton-Boxborough Regional High School - Performing Arts Department**

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June 21, 2011

Dear ABRHS Chorus Students & Parents,

*Greetings!* Please read this letter thoroughly - It includes a great deal of information that all chorus students will need for the upcoming year.

Our first big event of the season is **Chorus Camp - Tuesday, August 23 from 9am-2pm** held in the music rooms at the HS. Chorus Camp is a one-day event that gives us the opportunity to get a head start on our repertoire for the year and for students to get to know one another through games created by our student officers. A pizza lunch will be provided by our parent organization, AB Friends of Music (ABFOM).

**MOSS MUSIC NEWS WEBSITE:**

Please bookmark this page and check back often for up-to-date information regarding performances, rehearsals, auditions and other chorus related activities: <http://mail.ab.mec.edu/~jmoss/>

**FORMS:**

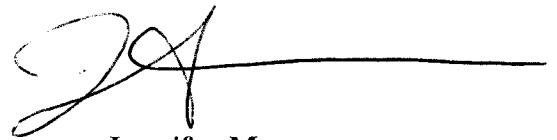
We have moved our summer packet forms online. Please go to my website or the ABFOM website to download the pdf titled, "**Chorus Summer Packet**". Please complete & return all forms to me at the above school address. **Forms should be returned NO LATER than August 23.** (Students may also bring completed forms to chorus camp).

1. Contact Permission & Fundraising Contract Form
2. Extracurricular Agreement (only the signature page needs to be returned)
3. Chaperone/Volunteer Form
4. CORI Information (if applicable)
5. ABFOM Membership Form
6. 2011-2012 Performance Calendar – *please put these dates in your schedules now*

**CARWASH:**

Our fall carwash will take place the weekend *before* Chorus Camp on **Saturday, August 20 from 9am-3pm**. Funds raised at our car washes support all chorus and band activities and students are encouraged to help for one, 2-hour shift: 9-11am, 11am-1pm, & 1-3pm. Please email Ms. Moss to sign-up for a time slot. All car washes take place in the parking lot at the Administration Building/Old Merriam School.

I look forward to hearing all about your summer experiences when we return to school! Please feel free to email me with any questions. Enjoy the rest of your vacation and I will see you soon!

A handwritten signature in black ink, appearing to read 'JM', is written over a solid horizontal line that extends to the right.

**Jennifer Moss  
Choral Director**

# ABRHS Chorus Permission & Contract Form

Student Name: \_\_\_\_\_ Yr. of Grad: \_\_\_\_\_

Email is used almost exclusively to communicate important information about chorus as well as other music department events. It is recommended that all students and at least one parent receive music department emails. Please list those email addresses at which you would like to receive messages:

Student email \_\_\_\_\_

Parent #1 Name & email \_\_\_\_\_

Parent #2 Name & email \_\_\_\_\_

Additional Name & email \_\_\_\_\_

## Fundraising Contract

Fundraising programs are organized and provided for the students of the music department throughout the year. Most of the programs are designed to support the individual efforts of the participating students. The large percentage of the profits are deposited into student accounts held by ABFOM. Students may use these accounts to support their music department needs such as the cost of trips, uniform items and banquet tickets.

I pledge personal responsibility for fundraising materials which have been entrusted to me. I will safeguard both the merchandise and the money I have accepted until they can be properly credited by the Friends of Music treasurer or event organizer. In the event of loss or theft, a debit will be applied to the student's account until either the merchandise or the money is returned.

Signed,

\_\_\_\_\_  
Student's signature

\_\_\_\_\_  
Parent/guardian's signature

**APPENDIX 2**  
**ACTON-BOXBOROUGH REGIONAL SCHOOLS**  
**EXTRACURRICULAR AGREEMENT - Senior High**  
To be Used For Any School-Sponsored Activity \*

**TO THE STUDENT:**

This agreement between you, your parent(s)/ guardian(s), and the Acton-Boxborough Regional Schools is designed to serve several purposes. It is intended to influence students to make wise and legally sound decisions. It is designed:

- To help ensure the physical and mental health of students;
- To enable participating students and student leaders to set an example of responsible behavior;
- To promote zero-tolerance of under-age (21 years) drinking, as well as the use of illegal and harmful chemical substances among our youth;
- To bind the community together in support of its students' health.

**RULE**

During the school year, or from the first meeting of an extra-curricular activity, a student involved in this activity shall not, regardless of quantity, use or consume, possess, buy, sell or give away any beverage containing alcohol, \*\*marijuana, steroids or any controlled substance as defined under Mass. General Laws, Ch. 90D, or inhale the vapors of any intoxicating substance such as glue, nitrous oxide and the like, sometimes referred to as "huffing". Students using tobacco products within 100 feet of the school property (as described by Mass. General Laws, Ch. 71 Section 2A and 37H) will be subject to penalties of this agreement. Smoking or any use of tobacco products is also prohibited during all school activities off school property.

\* Students involved in athletics should see "Extracurricular Agreement – Athletics."

\*\* The use of wine or an alcoholic beverage for religious observances does not violate this agreement.

**CONSEQUENCES**

**FIRST VIOLATION:**

When the extra-curricular activity's advisor or director and the school administration find that a student has violated the above rule, the student shall lose eligibility to participate in any and all activities for a period of two weeks. Activity advisors, parent(s)/ guardians(s), counselors and the Acton-Boxborough Regional High School Student Assistance Team will be notified of such finding and the resulting action as soon as possible

## ACTON-BOXBOROUGH REGIONAL SCHOOLS EXTRACURRICULAR AGREEMENT - Senior High

### OFFICER'S RULE:

If a student officer of a class or school sponsored organization is found to have violated the above rule, the student will be no longer eligible for that position and any other leadership role for one calendar year (12 months) from the date of the violation.

### SECOND AND SUBSEQUENT VIOLATIONS:

When the advisor or director and school administration confirm that a second or subsequent violation has occurred, and following an opportunity for the student to be heard, the student shall lose eligibility to participate in all extra-curricular activities for the next twelve (12) weeks. Parent(s)/guardian(s), counselor and the Acton-Boxborough Regional High School Student Assistance Team will be notified as soon as possible.

If the student, on her/his own volition, becomes a participant in an approved chemical dependency treatment program, the student may be certified for reinstatement in her/his extra-curricular activities after a minimum period of six (6) weeks. Such a program must be recommended and approved and the subsequent certification confirmed by the Student Assistance Team.


Consequences shall be cumulative only during one academic year. A period of consequences will extend into the next academic year if the consequences are not met during the current school year.

It is recommended that a student involved in Proscenium Circus, Band, and Academic Teams be allowed to attend rehearsals or practices in a non-participatory fashion while he/she is meeting the consequences of his/her violation.

The first time a student signs this agreement, he/she is considered to be bound by the agreement for the rest of his/her involvement in the extra-curricular activities offered in the Acton-Boxborough Regional School system. However, each year the student, parent, and activity advisor must sign the agreement as reaffirmation of acceptance of the terms of the agreement.

This agreement is reviewed yearly by the Local Alcohol and Drug Abuse Task Force of the Acton-Boxborough Regional Schools. A copy of the agreement can be obtained from the principal's office of the Acton-Boxborough Regional High School.

ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT  
SENIOR HIGH EXTRA CURRICULAR AGREEMENT

 NAME (Please Print) \_\_\_\_\_

SIGNATURES

I have read the ACTON-BOXBOROUGH REGIONAL SCHOOLS' EXTRA-CURRICULAR AGREEMENT - SENIOR HIGH SCHOOL - and I understand its provisions, terms and consequences for my failure to comply with them. By signing my name below I indicate that I agree to be bound by the provisions, terms and consequences of the ACTON-BOXBOROUGH REGIONAL SCHOOLS EXTRA-CURRICULAR AGREEMENT - SENIOR HIGH SCHOOL.

 \_\_\_\_\_  
Date Student's Signature

I have read the ACTON-BOXBOROUGH REGIONAL SCHOOLS EXTRA-CURRICULAR AGREEMENT - SENIOR HIGH SCHOOL- and I understand its provisions, terms and consequences for my child's failure to comply with them. By signing my name below I indicate that I agree to be bound by the provisions, terms and consequences of the ACTON-BOXBOROUGH REGIONAL SCHOOLS EXTRA-CURRICULAR AGREEMENT - SENIOR HIGH SCHOOL. I further certify that I am legal guardian of the above-named student and that I am a legal resident of the Town of \_\_\_\_\_

 \_\_\_\_\_  
Date Parent or Guardian's Signature

I have read the ACTON-BOXBOROUGH REGIONAL SCHOOLS EXTRA-CURRICULAR AGREEMENT - SENIOR HIGH SCHOOL- and I understand its provisions, terms and consequences. By signing my name below I agree to support this student in her/his effort to understand and comply with this agreement.

\_\_\_\_\_  
Date Faculty Advisor/Director

## Can You Help AB Friends of Music on Occasion for 2011-2012?

Please check off any areas that might interest you, and someone will contact you to request help and/or provide more information. Please be sure your Acton or AB school CORI has been updated since January, 2009 for any activity involving chaperoning or working with students.

Your Legal Name \_\_\_\_\_

Your Telephone Number \_\_\_\_\_

Your Email Address \_\_\_\_\_

### Band Camp 8/15-8/19, 2011

\_\_\_\_\_ Chaperone/provide general assistance, check any times for which you are available:

	9-12 am	1-4 pm	6-9 pm
Mon	_____	_____	_____
Tues	_____	_____	_____
Wed	_____	_____	_____
Thurs	_____	_____	_____
Fri	_____	_____ (1-3)	_____ Pool Party ( ~3:30-7)

\_\_\_\_\_ Help fit band and color guard uniforms (no sewing skills required):

	9-12 am	1-4 pm	6-9 pm
Mon	_____	_____	_____
Tues	_____	_____	_____
Wed	_____	_____	_____

\_\_\_\_\_ Help sew hems and buttons (take-home work allowed):

	9-12 am	1-4 pm	6-9 pm
Mon	_____	_____	_____
Tues	_____	_____	_____
Wed	_____	_____	_____

### Chorus Camp 8/23/11 9:00 a.m. – 2:00 p.m.

\_\_\_\_\_ Chaperone/provide general assistance

Availability: (Circle) Morning Afternoon

### Car Washes 8/20/11 and Spring TBD

\_\_\_\_\_ Chaperone a 2-hour shift at a fundraising car wash.

### Chaperone occasionally (Circle area/s of interest):

Band/Color Guard events:    Football games    Parades    Competitions

Chorus events                  Winter Color Guard events                  Winter Percussion events

### Fundraising & Special Events

\_\_\_\_\_ 'Tunes and Tapas' Kick-off Party 9/24: Plan and help with logistics for the evening event

\_\_\_\_\_ Silent Auction 9/24: Plan, help gather and set up items, issue thank-you notes

\_\_\_\_\_ Golf Outing 9/24: Help with logistics, be a witness at the golf course, solicit sponsors

\_\_\_\_\_ Pie Sale: Help with distribution of pies and information in Oct. – Nov., 2011

\_\_\_\_\_ Poinsettia Sale: Work a shift at an order station or help distribute plants in Nov-Dec, 2011

\_\_\_\_\_ Coffee Sale (Spring 2012)

\_\_\_\_\_ **Cabaret Night**, 11/18 & 11/19 *Help organize refreshments for chorus cabaret nights*

\_\_\_\_\_ **Madrigal Dinner** 5/26/12 & 5/27/12 *Help organize, set-up, clean up for the dinner performances*

\_\_\_\_\_ **Music Banquet** 5/24/12 *Help decorate, set-up, chaperone for the spring music banquet*

**Hospitality - Help is requested before each event. You decide at which event(s) you can help by adding your name to the distribution list.**

**Help at:** \_\_\_\_\_ Football games \_\_\_\_\_ Parades \_\_\_\_\_ Band/Chorus Concerts \_\_\_\_\_ Choral Events

**Help by:**

\_\_\_\_\_ Filling water/cocoa/lemonade containers

\_\_\_\_\_ Serving/cleaning up

\_\_\_\_\_ Providing concert refreshments

**Uniforms** *Help to organize, fit, & alter uniforms/costumes as needed throughout the year. Check if willing to help with:*

\_\_\_\_\_ Band uniforms \_\_\_\_\_ ability to man Uniform Closet before & after football games

\_\_\_\_\_ Color guard costumes

\_\_\_\_\_ Winter percussion costumes

\_\_\_\_\_ Chorus gowns & tuxedos

\_\_\_\_\_ Tailor Madrigal Costumes

**Publicity**

\_\_\_\_\_ **Videographer** \_\_\_\_\_ *band performances* \_\_\_\_\_ *chorus performances*

\_\_\_\_\_ **Photographer** \_\_\_\_\_ *band performances* \_\_\_\_\_ *chorus performances*

\_\_\_\_\_ **Publicist** *Write articles for town publications as appropriate*

**Band Equipment Truck**

\_\_\_\_\_ Ability to drive a large truck

\_\_\_\_\_ Access to a large truck, pick-up truck, or large SUV

***Please send this form with the remainder of your band or chorus forms to: Mark Hickey or Jen Moss, ABRHS, 36 Charter Road Acton, MA 01720, OR send the form at any time to ABFOM, PO Box 2334, Acton, MA 01720-6334.***

*Please note that if you wish to help out at the summer camps for band or chorus, the sooner you return your form(s), the easier our planning will be and the quicker we can get back to you.*

*Thank you for volunteering. We look forward to seeing you in the upcoming year!*

## **MANDATORY CORI CHECKS**

Thank you to all of the parent volunteers who have already applied for CORI checks for the 2011-12 school year. The law requires the school district to obtain criminal offender record information (CORI) for all current and prospective employees as well as volunteers who may have "direct and unmonitored contact with children."

If you have applied for a CORI with our school department since January 2010, you are all set. Your CORI is good for three years and is good for all of the schools in the Acton Public/ Acton-Boxborough School District. Parents who have not applied for a CORI since January 1, 2010 must do so in June or July if they wish to volunteer for Band Camp or Chorus Camp. This process involves **applying in person** at a school location listed below and bringing along picture identification that will be checked, copied and attached to the main form provided by the CORI authorized employee below. During the weekdays only the following people are able to assist you with this process between the hours of 9:00 A.M. and 1:00 P.M.: Deb Trentsch or Jeanne Potter – SHS Main Office, Judy Segal – Central Office @ JHS.

Please understand that it takes a few weeks for a CORI to be approved and that you must have that approval prior to volunteering.

Thanks for your support! Without volunteers such as yourself, we wouldn't be able to offer the programs we do.



# Please Join Acton-Boxborough Friends of Music!!!

BECOME A MEMBER of the Acton-Boxborough Friends of Music! As a non-profit organization, we are staffed completely by volunteers, and 100% of donations support the music programs in the school district. ABFOM funds help pay for:

- musical events, special guest conductors and instruction
- equipment, uniforms, costumes, props, and supplies
- music scholarships for graduating seniors and students in grades 7-11
- event transportation... and much more.

Membership does not obligate you to volunteer, but your help is welcome! A separate form is at [www.abfom.org](http://www.abfom.org) to indicate your interest in volunteering.

Only one membership donation per family is requested per school year, regardless of the number of siblings participating in band, color guard, or chorus.

To join *Friends of Music*, complete the information below and return this form with your check for \$20 made payable to ABFOM. You can mail the form to ABFOM, PO Box 2334, Acton, MA 01720. Or you can return it with your other band forms to Mark Hickey or with any chorus forms to Jennifer Moss, ABRHS, 36 Charter Rd., Acton, MA 01720. Thank you for your support!

\*\*\*\*\*

Check here if you'd like a free AB Music Department decal (\$2.00 value) \_\_\_\_\_

Parent / Guardian Name(s): \_\_\_\_\_

Contact Phone \_\_\_\_\_

**Student Information** (List name and grade, and check all music programs that apply):

1. Name \_\_\_\_\_ Grade \_\_\_\_ Band \_\_\_\_ Color Guard \_\_\_\_ Chorus \_\_\_\_
2. Name \_\_\_\_\_ Grade \_\_\_\_ Band \_\_\_\_ Color Guard \_\_\_\_ Chorus \_\_\_\_
3. Name \_\_\_\_\_ Grade \_\_\_\_ Band \_\_\_\_ Color Guard \_\_\_\_ Chorus \_\_\_\_

Basic 2011-2012 Dues	\$ 20.00
Additional AB Music Decals: Number ____ x \$2.00	\$ _____
Optional additional contribution (any amount is appreciated)	\$ _____

**TOTAL** \$ \_\_\_\_\_

# ~ ABRHS 2011-2012 Choral Calendar ~

Please write these dates in your home & school calendars.

## August

- **Tues. Aug. 23:** Chorus Camp @ ABRHS 9:00am-2:00pm

## September

- **Tues. Sept. 13:** ABFOM General Mtg. - Band & Chorus Performances 7:00pm @ **ABRHS**
- **Sat. Sept. 24:** ABFOM Tune & Tapas @ Clock Tower Place in Maynard 7-10pm

## October

- **Sat. TBA:** Oktoberfest - a cappella groups perform
- **M-W, Oct. 17-19:** Cabaret Auditions in HS Chorus Room 2:35-5:00pm
- **Tues. Oct. 25:** Band & Chorus Halloween Party @ ABRHS 6:00-9:00pm

## November

- **Nov. 14-16:** Cabaret Dress Rehearsals @ ABRHS 6:00-9:00pm
- **Fri & Sat. Nov. 18-19:** Cabaret Performances @ ABRHS 7:30pm
- **Sat. Nov. 19:** Eastern Senior District Auditions Time TBA

## December

- **Tues. Dec. 13:** Winter Concert @ ABRHS 7:00pm

## January

- **Fri. & Sat. Jan. 6 & 7:** Eastern Senior District Music Festival
- **Sat. Jan. 21:** Massachusetts All-State Music Festival Auditions Time TBA
- **Sat. Jan. 28:** Eastern Junior District Auditions Time TBA

## February

- **TBA:** Singing Valentines @ ABRHS - delivered during English classes

## March

- **Th.-Sat. Mar. 1-3** Massachusetts All-State Music Festival in Boston
- **Fri & Sat. Mar. 16 & 17** Eastern Junior District Music Festival
- **Mon. & Tues. Mar. 26 & 27:** Pan Choral Concerts @ ABRHS 7:00pm

- Fri. & Sat. Mar. 30-31: MICCA Choral Festival - *Madrigal Singers only*
- Sat. Mar. 31: AB Music Dept. "Swing Night" @ ABRHS 7:00pm

## April

- No scheduled events.

## May

- Sat. May 5: Spring Jam - A cappella night 7:00pm
- **Tues. May 8: Spring Concert @ ABRHS 7:00pm**
- Th. May 24: Music Dept. Banquet 6:00-10:00pm
- Sat. & Sun. May 26-27: Madrigal Dinners 6:30pm @ Indian Hill Music Center

## ~ Attendance Policy ~

We are very lucky to have so many opportunities to share our music with the public. This schedule is also posted on Ms. Moss' website, as well as the ABFOM website - please put these dates in your calendars now. Occasionally, due to circumstances beyond our control, performance dates may change. Ms. Moss will notify students of any changes in advance. Also, additional performances may be added to the schedule as the year goes on. Always listen carefully to announcements in class and check Ms. Moss' website, as well as the ABFOM website for updates.

Students must attend all required performances listed in **BOLD** on the schedule. Failure to attend a performance without an excused absence from Ms. Moss will result in a grade drop of one letter. For example, if you begin with an A-, missing a performance without permission from Ms. Moss would cause your term grade to drop down to a B-. Speak with Ms. Moss ASAP if you have a conflict with any performance date. A note from parents/guardians is required for absences.

***Please note:*** Homework, other performances, work, and vacations are **not** excused absences for scheduled concerts. All students have busy schedules and responsibilities. Time management and planning ahead are important aspects of any performers' life and being part of an AB Chorus.

Moss Music News: <http://mail.ab.mec.edu/~jmoss/>

ABFOM: [www.abfom.org](http://www.abfom.org)

*Here's to another great year!!!*