

**Women's Ensemble**  
Ms. Sarah Boone  
Course Outline & Expectations  
2023-2024

**Course Description:**

The Upper School Women's Ensemble is a treble voice ensemble. Women's Ensemble meets in person on Fridays from 2:18-3:30 in the Choir Room. Coursework includes mandatory part testing and sight reading assignments to be completed as homework throughout each quarter to ensure the highest quality of music learning.

Women's Ensemble performs at the Winter and Spring Fine Arts Festivals, Caravel sporting events, and other various events throughout the year. In previous years, Women's Ensemble has taken part in an overnight trip to competition in the spring. The locations of this competition vary year to year. This year we are planning an overnight competition trip which will be announced soon. Fundraisers are available during the year to defray the cost of this trip.

**Grading and Assessment Procedures:**

This course is a pass/fail course. Grades are given throughout the year to determine the final passing or failing grade. Students are graded on the following categories:

- Class Attendance/Participation (30%): This grade is given for each rehearsal, whether in person or remote. **Students must have all required materials and fully participate to receive full credit.** Students are held to a strict attendance policy due to the large performance schedule and the high level of choral literature that is studied.
- Formative Assessments (30%): This category includes minor assignments such as sight reading exercises, listening and responding assignments, worksheets, minor part checks, etc.
- Performance Assessments (40%): Grades in the performance category include all major assignments such as concert attendance, marking period hearing assessments, and any other group performances.

Grades of **70-100** will result in a passing grade. Grades of **69 and below** will result in a failing grade.

When viewing grades in Renweb, please expect to see the following used accordingly:

**Excused**-Student is exempt from making up the assignment; it does not help or hurt their grade **Absent**- Needs to be made up; may or may not be impacting grade as can be set individually in FACTS/Renweb **Missing**- Needs to be made up, is impacting grade; it may or may not be late  
**Pending**- The teacher has it and is grading it.  
**0 (Zero)**- Earned a zero either numerically or because of missing deadline and cannot be made up

**Comment section-** There is a comment section that allows teachers to make any comment like to notate when a late item must be submitted, why something is a zero, why points were deducted, or anything else. Parents/students can see these comments.

### **Attendance Policy:**

Due to the commitment level needed for this course, it is important that students do everything within their power to avoid conflicts. While it is understood that sports games and other rehearsals may sometimes conflict, activities such as after-school jobs, SAT prep courses, private lessons, and time for homework should be scheduled during times that do not conflict with rehearsal. As a member of an upper level ensemble, it is expected that each student is committed to the ensemble and will be able to effectively manage their time.

Ms. Boone must be notified of all absences well in advance and prior to the start of rehearsal for it to be considered excused and for the opportunity to do the make-up assignment. Failure to inform Ms. Boone of an absence prior to the rehearsal may be considered an unexcused absence, and the rehearsal grade cannot be made up.

### **Make-up Assignments:**

Students who have an excused absence (as defined by the Caravel Academy Student Handbook) from a rehearsal will be required to do a make-up assignment to earn the daily attendance/participation grade. The make-up assignments are assigned to provide an opportunity to keep up with what was reviewed in rehearsal. Make-up assignments will be posted on Google Classroom and should be submitted via Google Classroom before the next rehearsal. Students who do not submit the make-up assignment prior to the next rehearsal will not receive credit for the missed rehearsal.

### **Unexpected School Closures:**

If school closes unexpectedly, students will be required to check Renweb for expectations regarding any current homework, assignments or newly assigned material. Updates will be posted by 12 pm to Renweb and Google Classroom.

### **Class Materials:**

A choral binder, pencil, and choral music, a charged Laptop, headphones or earbuds, will be required for every class.

Students will be given their own black binders to hold all of their choral music. Students must have their folder at every rehearsal, and they should take folders home to practice their music. Graded folder checks will be done periodically. Choral binders are to be used only for Choir and should not be used for any other class. Folders will be returned at the end of the semester, so folders should be in good condition and unmarked.

Students are expected to make musical notes in their music **in pencil**. Students should never use a pen when making notes.

Music is the property of the Caravel Academy Music Department and must be returned at the designated times in order to receive their final grade for the course. Students will sign a contract at the beginning of the year stating their commitment to take care of their binder and music. Should the music or binder be lost or damaged, students will need to replace lost or damaged materials. Choral music and folders may not be shared, so it is important to have your music at each rehearsal.

Students will need to have laptops, fully charged, to access practice tracks, theory exercises, or an online assignment. Students are expected to abide by the rules and regulations of the Caravel Academy Technology Handbook. All students are required to have a pair of earbuds or headphones for class.

### **Homework Policy:**

Students are expected to study and memorize their choral music at home. Additional homework assignments are occasionally given. Students will have access to practice tracks and other class information through Google Classroom and our Music Department website: [www.camusicboosters.com](http://www.camusicboosters.com).

Students and parents or guardians may track grade status and any homework assignments on Renweb. Please be advised that plans are subject to change. Students have one week to complete and submit homework assignments unless otherwise noted. Most homework assignments will be submitted via Google Classroom.

Students will be required to create a Sight Reading Factory account and are responsible for saving their password. Students should sign up for our class via Google Classroom.

### **Phone Policy:**

For every rehearsal, students will be required to turn in their phones to the phone holder next to the Choir Room door. Each student will receive a numbers slot for their phone that they will use for the entire year. Students will be able to grab their cell phones at the end of rehearsal. There will be no cell phone use during rehearsal.

### **Required Events:**

Women's Ensemble performs at the Winter and Spring Fine Arts Festivals, Caravel sporting events, and other various events throughout the year. All live performances will be communicated well in advance. All additional rehearsals and performance dates are posted on Google Classroom and on the Music Department Calendar:

<https://www.camusicboosters.com/calendar.html#/>

### Performance Dress Code:

All students will be expected to wear the appropriate attire for all performances. For Fine Arts Festivals and formal performances, students must wear the required choir dresses/tuxedos. Students who are not in appropriate attire will lose points for their performance grades. For detailed performance dress code guidelines and information about ordering choir attire, see link:

<https://www.camusicboosters.com/high-school-performance-attire.html#/>

### **Communication:**

All communication will be made through RenWeb, Google Classroom, and the student's Caravel email address. According to Caravel policy, student emails may not be sent to an alternative email address. Students are expected to check their Caravel email address daily for school communications. Reminders, announcements, and all assignment information will be posted to Google Classroom.

### Academic Assistance:

Students who need help may contact me to set up a mutually convenient time when I will be happy to provide assistance. If there are any questions or concerns, I can be reached at [sboone@caravel.org](mailto:sboone@caravel.org)