

# Allegro 2008-2009 Parent & Singer Meeting

1. Welcome to Allegro!
2. Our Staff
  - a. Christy: Director
  - b. Gretchen Harrison: Poco Assistant Director
  - c. Marcia Higginson: Poco Assistant Director
  - d. Andrea Ramsey: Assistant Director
  - e. Geri Allcorn: Accompanist
  - f. Shari Davis: Administration & Finance
  - g. Jane Fowler: Parent Committees & Operations
3. Rehearsal Parents:
  - a. Poco: Gretl Swyers
  - b. Moto: Jamea Sale
  - c. Brio: Faith Hibschle
4. Have you completed the following?
  - a. Registration Complete? See Shari to be sure.
  - b. Address Verified? Check list in Narthex.
  - c. Music Checked Out?
  - d. Uniform Fitted?
5. Allegro Success:
  - a. Musician / Parent Contract
  - b. Rehearsal Preparedness
    - i. Come Prepared - Refer to Music Instruction Sheet in your Music Packet
    - ii. What to do when you arrive at Rehearsal
  - c. Email Communication
    - i. Keep your email address current! ([addresschange@allegrocc.org](mailto:addresschange@allegrocc.org))
    - ii. Homework emailed weekly (day after rehearsal) for Moto & Brio
    - iii. Poco will have homework on occasion only
    - iv. Monthly newsletter
  - d. Website: [www.allegrocc.org](http://www.allegrocc.org)
    - i. Updated weekly
    - ii. Important upcoming dates on Home Page
    - iii. All Forms on Choir Forms/Attendance Tab including updated Calendar
    - iv. Attendance Record under Choir Forms/Attendance Tab
    - v. Email addresses and phone info on Contact Tab
    - vi. Newsletter Tab
    - vii. Handbook Tab
6. Attendance
  - a. Notify [attendance@allegrocc.org](mailto:attendance@allegrocc.org) – not Director about absences

- b. Why attendance matters!
- c. An absence is an absence – whether you told us or not – no matter what the reason
- d. You will receive an email from our Attendance parent if you were absent. This is just to keep you informed on your Attendance. If you just forgot to check in, simply reply that you were there. Attendance Record is on the Website.
- e. 1 Free absence before each concert
- f. All other absences need to be made up 1 to 1
- g. Arrive 15 minutes late or Leave 15 minutes early 3 times = 1 absence
- h. Missing ½ of any Rehearsal = 1 absence
- i. Missing a Community Service performance = 1 absence
- j. Retreats for Moto & Brio = 2 absences
- k. Retreats for Poco = 1 absence
- l. Moto/Brio: Missing a Small Group Lesson = 1 Absence
- m. Moto/Brio: Missing a Sectional Rehearsal = ½ Absence
- n. Dress Rehearsals are Mandatory: Singers must attend ALL dress rehearsals in order to be eligible to perform. To ensure fairness to all singers and consistency in the vocal production of the choir, **please do not ask for special permission to miss a dress rehearsal.**
- o. Make Ups
  - i. Make Up Times & Dates on Calendar
  - ii. No sign up – just show up at your choir’s assigned Make Up time
  - iii. Only 2 or 3 Make Up sessions available before each concert – Plan Ahead!
  - iv. Each Make Up costs \$10.00 – payable to Allegro
  - v. If you forget your payment, we will bill you – you can still attend the Make Up.
- p. Tour Rehearsals:
  - i. 1 Free Absence
  - ii. No Make Up’s are available for Tour
  - iii. Any absence over 1 – singer attends Tour, but is not eligible to perform

7. Poco Tour:

- a. Kansas City Day Tour
  - i. Sing at 2 Local Nursing Homes
  - ii. Pizza Lunch
  - iii. Bowling & Games at Incredibowl
- b. Saturday, April 11 from 9:30 – 2:00
- c. Carpools assigned – we will ask for drivers.
- d. Approx. Cost: \$35.00 (includes a tour t-shirt this year!)
- e. Commitment & Payment Due March 2nd

8. Moto Tour: Refer to Moto Tour Handout

9. Moto Symphony: Refer to Symphony Handout

10. Brio Tour: Refer to Brio Tour Handout

11. Calendar

- a. 3 major concerts
- b. Tickets \$10.00 – available approx one month before each concert

- c. We try not to make changes, but in the event we have to, Calendar updates are posted on Website:  
Check the date at the top of the calendar to be sure you have the most recent update.

## 12. Uniform

- a. Hemming
- b. Items to purchase:
  - i. Girls:
    - 1. Black closed toe shoes (1.5 inch heel or lower)
    - 2. Black hose or knee highs
    - 3. Black hair accessories
    - 4. Black socks (for Winter Concert Only)
  - ii. Boys:
    - 1. Black Dress Pants
    - 2. Black Socks
    - 3. Black Shoes
- c. Full Dress Rehearsal: October 27 (Uniform Check)
- d. All other Dress Rehearsals – wear comfortable clothes and Allegro performance shoes.

## 13. Credit Cards: Due to high cost to Allegro, we can no longer accept credit cards

## 14. Fundraisers:

- a. Hy-vee & Price Chopper Coupon Books
- b. Sonic Cards
- c. Johnson Farms Gift Certificates
- d. Panera Gift Certificates
- e. Sponsorships

## 15. Jane Fowler: Parent Committees

- a. Purpose
- b. Committee Heads – Contact info on Website
- c. Black Sign Up Book
  - i. Committee Sign Ups
  - ii. Singer Sign Ups
- d. Volunteer Notebook

## 16. Solving Problems in Allegro

- a. Come to Staff first
  - i. Staff Hours
- b. Administrative issues and all questions need to go to Shari ([shari@allegrocc.org](mailto:shari@allegrocc.org), 913-645-2794)
- c. Email your Director regarding personal issues only (Please do not email your director with questions about schedules, attendance, paperwork, finance, etc.)
- d. If we know the issue – we can help! We can't help if you don't tell us!
- e. New Members: What to do if you and your singer feel overwhelmed

## 17. How to make your Singer Successful