



MCCL Handbook

Carol, Concert, Chamber Choirs
Choristers I and II

Spring 2021

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MCCL Program

Mission Statement

Training children and youth to glorify Jesus Christ through excellent choral singing

Vision Statement

The vision of MCCL is to develop musical excellence and discipline in children and youth, equipping them for a lifetime of worship and service to the Christian community. We pass on our singing heritage through Christ-centered repertoire that affirms Anabaptist beliefs and reflects the musical diversity of the church around the world and through time.

Affiliation

The Mennonite Children's Choir of Lancaster is a program of Lancaster Mennonite School. This affiliation began in October 2001.

Our Programs

Prelude Music (kindergarten and grade 1)

Prelude Music, a non-auditioned and non-performing group, engages children with music. Playing, moving, listening, and singing are important components. Greater emphasis is given to experiencing than to performing.

Choristers I & II (grades 2 – 5 and 6 – 8*)

Choristers, a non-auditioned group, provides an opportunity to learn vocal and choral skills in a relaxed, fun atmosphere. Participants learn healthy singing technique, intonation, beat keeping, ear training, rhythm reading, music reading, and rehearsal skills in a highly active and engaging environment.

*Typically, Choristers II is grades 5 – 8. During the 2020-2021 year, it is grades 6 – 8.

Carol Choir (grades 2 – 5)

Carol Choir is an auditioned performing choir. Singers:

- sing in unison and simple two-part harmony
- practice singing basics: proper breathing, posture, tone, diction, healthy vocal production, basic music reading skills, and musicianship
- develop choral disciplines such as following instructions, watching the director, and choir etiquette
- learn age-appropriate music including rounds, simple melodies, hymns, and songs from around the world and across time
- sing in concerts of excellence for the glory of God
- develop understanding of worship to God and service to the church

Concert Choir (grades 6 – 8)

Concert Choir is an auditioned performing choir that strengthens skills learned in Carol Choir. In addition, singers:

- develop a clear choral sound with consistency throughout the vocal range
- continue musicianship and choral disciplines: sight singing, phrasing, score study, dynamics, and performance practice
- sing in two-, three-, and four-part harmony
- learn music of different choral styles, historical periods, languages, and cultures
- participate in a multi-day national tour

Chamber Choir (grades 9 – 12)

Chamber Choir is an auditioned performing choir that builds on fundamentals learned in Carol and Concert Choirs. In addition, singers:

- sing SATB as well as three- and four-part men’s and women’s ensemble pieces
- continue musicianship and music literacy: score analysis, dissonant intervals, and masterclass opportunities
- participate in a national or international tour

Men’s Ensemble (grades 9 - 12)

Men’s Ensemble is for male singers who are members of the Chamber Choir. The ensemble nurtures and promotes singing for the changing and changed male voice and performs diverse repertoire ranging from unison to four-part harmony.

Staff

Artistic

Rosemary Blessing

Artistic Director
Director, Chamber Choir
chamberchoir@lancastermennonite.org

Sarah Wingard

Director, Carol and Concert Choirs
carolandconcertchoir@lancastermennonite.org

Jonathan Shoff

Director, Men’s Ensemble
Accompanist, Chamber Choir
mensembler@lancastermennonite.org

Sharon Ho

Accompanist, Carol and Concert Choirs

Melody Martin

Director, Choristers
choristers@lancastermennonite.org

Monica Hochstedler Carlson

Director, Prelude Music
prelude@lancastermennonite.org

Elisa Chodan

Rehearsal Assistant, Carol, Choristers, Concert
Covid-19 spring 2021 additional staff

Administrative

Maria Bowman

Managing Director
Choir Manager
mcclchoirmanager@lancastermennonite.org

Donna Hershey

Bookkeeper

Monica Hochstedler Carlson

Program Assistant
mcclassistant@lancastermennonite.org

Artistic Staff



Rosemary Blessing

Artistic Director, Chamber Choir

Rosemary holds degrees in piano performance and business administration from Eastern Mennonite University and has pursued graduate study in choral music. She maintains a private piano studio and teaches piano at Franklin and Marshall College. Rosemary is an active pianist in the Lancaster area, having accompanied various choral groups, and currently plays with the Allegro Orchestra. Rosemary and her husband, Josh, attend Landis Valley Christian Fellowship with their two young children.



Jonathan Shoff

Director, Men's Ensemble / Accompanist, Chamber Choir

Jonathan earned his bachelor's degree in music education from Millersville University with a concentration in piano and a minor in voice. He also holds a Master of Music from West Chester University. Jonathan teaches elementary school music in the School District of Lancaster. He teaches private instrumental and voice lessons and serves as artistic director for the Music For Everyone Lancaster Community Chorus. Along with his wife and their three children, he worships at Lancaster Alliance Church.



Sarah Wingard

Director, Carol and Concert Choirs

Sarah earned her bachelor's degree in music education from Messiah College with a concentration in voice and extensive study in piano. Growing up in Virginia, Sarah gained early musical experience singing with the nationally acclaimed Shenandoah Valley Children's Choir. Sarah teaches elementary music at the Locust Grove campus of Lancaster Mennonite School. In addition to helping with local music camps and events, Sarah teaches private voice lessons. Sarah also sings and regularly solos with the Susquehanna Chorale.



Sharon Ho

Accompanist, Carol and Concert Choirs

Sharon graduated from Millersville University with a Bachelor of Science in Music Education and a Bachelor of Arts in Music Performance. She teaches elementary orchestra at Conestoga Valley School District. Sharon also teaches piano lessons at Linden Hall School. Sharon has been featured as the piano soloist with the Pennsylvania Academy of Music Orchestra, Hershey Symphony Orchestra, and Millersville University Orchestra. Sharon has accompanied various vocal and instrumental soloists, pit orchestras, and choirs of all ages.



Monica Hochstedler Carlson

Director, Prelude Music

Monica holds a Master of Music in Piano Pedagogy and Performance from Westminster Choir College and a Bachelor of Arts in Music Education from Goshen College. She has taught general elementary music in public schools as well as at Eastern Mennonite Elementary School in Harrisonburg, VA. In addition, Monica built a thriving private piano studio, served as a private and group piano instructor at Shenandoah Valley Preparatory Music and Woodberry Forest School, and is an instructor at Red Wing Academy.



Melody Martin

Director, Choristers I & II

Melody holds a Bachelor of Science in Music Education with a focus in piano from Millersville University. As an undergraduate, she served as a Music Research Fellow, as an accompanist for the University Choir, and as a supervisor for the Pre-college Program associated with Lancaster Mennonite School. Melody is an MCCL alumna who sang for eight years in Carol, Concert, and Chamber choirs. Melody taught middle school music and choir at Lititz Area Mennonite School.

Artistic Staff continued



Elisa Chodan
Rehearsal Assistant, Carol Choir/Choristers I & II/ Concert Choir

Elisa is a full-time music educator, teaching choir and general music at Veritas Academy and Lancaster Academy for the Performing Arts. She also leads the women's chorus at Lancaster Bible College. Elisa holds a bachelor's degree in Music Education and a master's degree in Voice Performance from Bob Jones University with additional graduate credits from Westminster Choir College. She was a 2019-20 VOCES8 US Scholar and a two-time summer intern with VOCES8 in Europe.

Administrative Staff



Maria Bowman
Managing Director / Choir Manager

Maria holds a Bachelor of Arts with concentrations in psychology, education, and English from Eastern Mennonite University and has taken graduate level classes in education. She serves as a Family Life Educator at COBYS Family Services, facilitating classes for families. Previously, she worked as a special education teacher and in Human Resources at Eastern Mennonite Missions. She attends Rossmere Mennonite Church with her family.



Monica Hochstedler Carlson
Program Assistant

Monica holds a Master of Music in Piano Pedagogy and Performance from Westminster Choir College and a Bachelor of Arts in Music Education from Goshen College. Administratively, Monica managed her own piano studio and served as operations manager at a children's museum and as Director of Piano Preparatory departments at Southern Methodist University (TX) and Goshen College (IN).



Donna Hershey
Bookkeeper

Donna holds a Bachelor of Science degree in Business Administration from Millersville University. Donna has worked in the construction field as a bookkeeper or controller for more than 19 years. She loves details and numbers. She attends Weaverland Anabaptist Faith Community. All her four children have sung in MCCL.

Advisory Board

Jewel Sensenig, Board Chair
Diana Locke, Secretary
Lamar Myers, Treasurer
Jeremy Brubaker
Lyn Carlson
Dr. Jeffrey Gemmell

Larry Guengerich
Noah Martin
Lauren Pierce
Jannat Veras
Dr. Randy Westgate

Auditions and Registration

Auditions are generally conducted between May and July for the following fall and in December for the spring semester. Auditions will be closed when a choir is at capacity.

Prelude Music

Auditions are not required for the Prelude Music program. See the Prelude Music Handbook for registration information.

Choristers I and II

Auditions are not required for the Choristers I and II programs. Registration information is located at the end of this handbook.

Due to COVID-19, Choristers I and II singers will participate with Carol and Concert Choirs for the fall and spring semester.

Carol and Concert Choirs

Auditions are typically 15 minutes and include:

- matching pitch
- singing in tune
- using head voice
- maintaining a melodic line while another line is being sung
- singing one prepared piece of music of singer's choice (*sung a cappella*)

Chamber Choir

Auditions are typically 15 minutes and include:

- vocalizing for range and tone quality
- engaging in exercises for pitch, aural, and sight-reading skills
- singing one prepared piece of music of singer's choice (*a cappella* or with accompaniment)

Re-Auditions

Singers who have successfully auditioned for MCCL do not need to audition again, even when moving from one choir to the next. Singers who do not sing consecutive semesters may need to re-audition.

General Information

Responsibilities

Family

- Pray for the choir, directors, performances, and audiences.
- Review this Choir Handbook as a family.
- Mark all MCCL events from the Choir Calendar in this handbook on your family calendar and commit to attending all events. (See attendance policy about excused absences.)

Singer

- Display a positive attitude, demonstrate Christ-like behavior and language, create an atmosphere of community, and respect leadership at all MCCL events.
- Complete weekly practice assignments (specific expectations listed on page 11).
- Accept responsibility for and take care of your choir folder.
 - Bring your folder to each rehearsal and take it home every week.
 - Mark your music with a pencil, and erase pencil marks at the end of each semester before turning in your binder.
 - Keep music binder in a safe place and do not stand on or drop it.

Parent

- Volunteer in areas that best suit your abilities and interest. The Choir Manager will create a parent volunteer schedule based on information given during the registration process. Certain volunteer roles require background checks. Instructions for background checks are found in the MCCL Student Safety Policy.
- Provide rehearsal or concert snack once a semester. (Due to COVID-19, there will not be rehearsal or concert snacks spring 2021)
- Provide finger food item for one concert reception each semester. (Due to COVID-19, there will not be a concert reception spring 2021.)

Attendance Policy

Prompt, consistent attendance develops unity in choral sound, demonstrates commitment, and respects time of all singers and staff.

- Punctual attendance is expected at all events on the Choir Calendar.
- Communicate all potential conflicts with any scheduled MCCL events to your director in writing at the *beginning* of the choir season. Any absence must be approved in advance.
 - MCCL recognizes other commitments like sports, Bible quizzing, and arts may conflict with MCCL schedule. Contact director(s) about the possibility of alternative plans to address schedule conflicts.
 - In the case of illness, notify the singer's director by email or phone as soon as possible before the scheduled event.
- If a singer is absent from a rehearsal, retreat, or concert, make-up work will usually be assigned by the director to be completed in a designated time frame. This ensures the singer's progress matches the rest of the choir.
- If a singer is repeatedly tardy or misses more than one rehearsal a semester, the director will determine an appropriate make-up plan for that singer. The plan will consider the singer's history

of rehearsal preparation and musical experience and may include rehearsing privately with a director for a fee of \$30/half hour. Extenuating circumstances will be considered.

- Singers with unexcused absences or late arrivals may be placed on probationary status.

Communication

- Read your email. Directors will email weekly updates regarding practice assignments, schedule, fundraisers, concert details, and more.
- Please email directors rather than contacting them at rehearsals or concerts.

Practice Assignment Expectations

- Complete practice assignments each week on time. Typically, responses are due by Monday evenings at 9 p.m.
- If a practice assignment is not completed on time, directors will give a reminder at Tuesday evening rehearsal.
 - If assignment is not completed within 48 hours after Tuesday evening a required practice assignment make-up session of \$30/half hour will be scheduled. Elementary singer make-up sessions will be shorter than for middle and high school singers.
 - Any extenuating circumstance (ie: family emergency, severe illness, etc.) that impacts your ability complete an assignment on time must be communicated to the director.
- More than two late assignments will be addressed and may lead to probation.

Dress Code

- Shorts must extend below fingertip length when arms are at the side.
- Dresses or skirts must be no more than two inches above the top of the knee.
- Pictures, messages, and symbols on clothing and jewelry must be in line with the mission and values of the choir.
- Shirts must have sleeves.
- Undergarments may not be visible.
- Leggings are permitted with a top that is mid-thigh in length.

Singer Discipline

MCCL is committed to restorative rather than punitive discipline, which means talking openly about and creating a plan to change behaviors that negatively impact a singer and/or the whole choir. Since we believe singers must accept responsibility for their behavior, restorative discipline may include apologies, reconciliation, actions to right a wrong, and parental involvement.

MCCL staff will work with all students involved using restorative practices with the intent of each student owning what was wrong and making things right. Parents may be asked to participate in this process.

Yellow Cards

If a singer's behavior negatively impacts the individual or other choir members, a director or the choir manager may hand the singer yellow card.

- The singer will write down what was happening at the time the yellow card was received and ask a parent to sign the card.
- Parent(s) will be emailed.
- The singer will return the yellow card to the director the following week.
- Receiving a yellow card is cause for concern and may lead to probationary status.

Probation

If a singer does not meet MCCL expectations (behavior, attendance, practice assignments) and does not follow through with a collaborative plan to remedy the situation, a singer will be placed on probation. Singers on probation will be given a deadline to correct the situation. Probation may include sitting out at concerts or other MCCL events. Probation has the potential to lead to dismissal from the choir without a refund.

Student Safety**Student Safety Policy**

As a faith-based community choir, we believe that the spiritual, emotional, and physical well-being of choir members is vital. The Mennonite Children's Choir of Lancaster (MCCL) has a policy in place to ensure the safety of students participating in the MCCL program. It can be viewed in the Member Portal section of the MCCL website. Ask MCCL staff for a hard copy if desired.

Bullying

Bullying is unwanted, aggressive behavior that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time. Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, teasing, name calling, embarrassing someone in public, and excluding someone from a group on purpose. Students or parents should inform staff immediately when any form of bullying is observed.

Inclement Weather Policy

- All weather-related cancelations will be announced by email.
- Cancelations of concerts will be announced on WDAC and WJTL and posted on the MCCL Facebook page and website.

Rehearsal and Class Guidelines

COVID-19

Due to the COVID-19 pandemic, MCCL is closely following the national choral community recommendations, as well as local school and CDC guidelines.

The current plans for spring rehearsals and classes are flexible and may change. The safety of every singer is MCCL's highest priority. MCCL will follow CDC and school guidelines regarding wearing masks, handwashing/sanitizing, appropriate physical distancing (6 feet or more between singers), smaller group sizes for instruction, not sharing items, and COVID-19-specific disinfecting strategies for MCCL supplies and spaces.

MCCL will provide each singer with a mask specifically designed for singing. If damaged or lost, there is a \$25 replacement fee.

In February and March, MCCL will primarily meet indoors.

- During indoor rehearsals, singers will be assigned to one of two small groups per choir.
 - The two groups will attend in person and at home rehearsals on alternating weeks (one week in person/next week at home).
 - At home rehearsals may include short zoom sessions, instructional videos, or synchronous time with the in-person group.
 - Families with more than one singer will be assigned the same schedule.
- When indoors, windows and doors will be open, if possible, and face masks are required for singers and staff. Mask breaks will be given.

In April and May, weather permitting, MCCL will primarily meet outside.

- Singers will attend every week in person.
- Face masks are required for singers and staff. Mask breaks will be given.

Each singer/family will sign a waiver during the registration process, if not already completed in the fall.

Locations and Times

Blossom Hill Mennonite Church and Neffsville Mennonite Church graciously allow MCCL to rent their facilities. Singers and families are expected to treat facilities with care and are not permitted to be in areas of the church that are not in use by MCCL.

Rehearsals and classes are held on Tuesdays at the following locations and times:

Prelude Music class	Blossom Hill Mennonite Church	4:45 – 5:30 p.m. and 5:45 – 6:30 p.m.
Carol Choir and Choristers I rehearsal	Neffsville Mennonite Church	6:00 – 7:00 p.m.
Concert Choir and Choristers II rehearsal	Neffsville Mennonite Church	6:40 – 8:10 p.m.
Chamber Choir rehearsal	Blossom Hill Mennonite Church	6:45 – 8:15 p.m.
Men's Ensemble rehearsal	Blossom Hill Mennonite Church	6:30 – 6:45 p.m.

Singer Pre-Arrival Checklist

- Use the bathroom before coming to rehearsal.
- Check temperature to confirm it is below 100.4°.
- Answer these questions:
 - Have you been exposed to someone with a positive COVID-19 case in the past 14 days?
 - Is a family member symptomatic and waiting on a COVID-19 test result?
 - Do you have one or more of the following symptoms: cough, shortness of breath, fever, headaches, body aches?
- **If you answer yes to any of these questions, email your director and do not come to rehearsal.**

Rehearsal Check-in Procedures

- Arrive 5-10 minutes before rehearsal start time.
- Stay in car with parent/guardian until check-in.
- Follow traffic flow routes in church parking lots (maps in Appendix A and B).
 - MCCL staff or parent volunteer(s) will check in singers each week.
 - Temperature checks will occur during check-in each week.
 - Handwashing/sanitizing will occur at the start of each rehearsal and during rehearsals as needed.
- If staying at church, parents and family members are asked to stay in their cars during rehearsals. Siblings and singers not in rehearsal must be under the supervision of an adult.
 - There are small areas of the church parking lots designated for family parking during rehearsals.
 - In addition, there are two local parks about a mile from each church where families could go. (Overlook Park, 2040 Lititz Pike, Lancaster, PA 17601 and Landis Woods Park, 2369 Lititz Pike, Lancaster, PA 17601)

Rehearsal Pick-up Procedures

- Please arrive on time for pick-up.
- Follow traffic flow routes in church parking lots (maps in Appendix A and B).
- MCCL staff or parent volunteer(s) will check out singers each week.

Rehearsal Supplies for Singers

- A tote bag with a pencil and music binder
- A full water bottle with singer name on it.
- A cloth face mask. At the first rehearsal, MCCL will provide each singer with a mask specifically designed for singing. If damaged or lost, there is a \$25 replacement fee.

Technology

- MCCL is a mostly technology-free space. We place strong emphasis on cultivating teamwork and building relationships.
 - To this end, cell phones and other electronic devices may not be used during rehearsal. Cell phones may be used *individually* before and after rehearsal.
 - Cell phones and electronic devices used during rehearsal will be given to a staff member/volunteer and kept in a safe place until the end of rehearsal.
- We encourage singers to leave cell phones and all electronics in the car.

Cleaning

- Surfaces in the spaces used by MCCL singers will be cleaned with COVID-19 disinfectants regularly. All cleaning supplies are EPA approved.
- Handheld instruments will be sanitized before and after each choir group.
- Bathrooms will be cleaned with COVID-19 disinfectants regularly.

Snack

Due to COVID-19, communal snack time provided by families will not occur during the spring semester.

Concerts

COVID-19

Our spring concert experiences will follow COVID-19 safety guidelines at that time.

Concert Details

- Singers are expected to arrive in formal or informal uniform (will be communicated) and be ready for the concert at communicated report time, likely 1 ½ to 2 hours before concert.
- Singers should not bring cell phones and electronic devices into the concert venue. Use of technology during pre-concert warm-ups and/or during the concert will result in devices being given to staff member/volunteer, kept in a safe location, and returned at the end of the concert.

Formal Concert Attire

Carol and Concert Choir Girls

- MCCL provides blouses and black skirts.
- Singers provide black dress shoes (no flip flops, clogs, or boots).
- Carol Choir girls wear white tights.
- Concert Choir girls wear either flesh-toned nylons or no nylons.
- All girls should wear white or tan undergarments under their blouses.
- Jewelry should be limited to stud earrings.
- Bracelets, watches, and hair bands should not be worn on wrists. Medical bracelets are an exception.
- Hair should be away from the eyes so singer can see director.
- Any hair accessories should be the same color as singers' hair.

Carol and Concert Choir Boys

- MCCL provides white dress shirts and ties or bow ties for each season.
- Singers provide black dress pants, black socks, black dress shoes (no sneakers) and white undershirt.
- Hair should be away from the eyes so singer can see director.
- Bracelets and watches should not be worn on wrists. Medical bracelets are an exception.

Chamber Choir Ladies

- MCCL will order a black dress for each lady during her first year in Chamber Choir.
- Singers purchase a dress through MCCL (approximately \$80).
- Singers provide black dress shoes (no flip flops, clogs, or boots).
- Jewelry should be limited to stud earrings and/or a pearl necklace.
- Bracelets, watches, and hair bands should not be worn on wrists. Medical bracelets are an exception.
- Hair should be away from the eyes so singer can see director.
- Any hair accessories should be the same color as singers' hair.

Chamber Choir Men

- Hair should be away from the eyes so singer can see director.
- Bracelets and watches should not be worn on wrists. Medical bracelets are an exception.

Spring

- Singers purchase blue dress shirt and plaid bow tie through MCCL (approximately \$50).
- Singers provide white undershirt, black dress pants, black socks, and black dress shoes.

Casual Concert Attire

Carol, Concert, Chamber Choir, and Choristers I and II casual concert attire will be:

- MCCL t-shirt
- Khaki or tan bottoms
 - Guys wear long pants.
 - Ladies may wear long pants, knee-length (or longer) skirts, or capris.
- Nice shoes or sandals; flip flops are not permitted.

Concert Offerings & Tickets

MCCL typically receives a free-will offering at concerts instead of requiring concert guests to purchase tickets like many other arts organizations do. However, there may be tickets required for the spring 2021 concert experiences.

Tours

Local Tour Day

An annual spring one-day tour for Carol, Concert, and Chamber choirs, this tour generally includes singing at schools, retirement communities, and local ministries with the purpose of serving the local community, increasing confidence in singing, and broadening awareness about MCCL.

Attendance is expected. Typically, this is held on a school day and MCCL provides a letter requesting permission for singers to be excused from school that day. However, this spring 2021 Local Tour Day will be on a Saturday.

Summer Tour

A multi-day tour in mid-June for Concert and Chamber choirs, this tour promotes a sense of community within the performing choirs as well as the broader church. Tour includes educational components such as a choral masterclass and local attractions and serves as a culmination of the choir year. Fee for this tour is not included in tuition. Tour-specific fundraisers may be offered.

Attendance is expected. However, MCCL understands that due to vacation or other conflicts some singers may not be able to participate. Tour commitment forms will be distributed during the fall or early in the spring semester. Due to Covid-19, tour information will be shared in early spring.

Proposed Tour Schedule

- June 2021 – TBD due to Covid-19, possible two day local choral music experience.
- June 2022
 - Concert Choir to Washington D.C. and eastern Maryland (3 - 5 days)
 - Chamber Choir international tour with Eastern Mennonite Missions (14 - 18 days)
- June 2023
 - Concert and Chamber choirs to Canada (5 -7 days)

Chamber Choir International Tour

MCCL partners with Eastern Mennonite Missions (EMM) for an international choral mission trip every three years.

- To be eligible to participate in an international tour, singers who sang with MCCL in prior years are expected to have participated in stateside tours.
- Space is limited for international tours. Singers who want to participate must apply and be approved by EMM and MCCL. Priority will be given to singers who meet requirements and who sang the year preceding the international tour year.

Choir Calendar – Spring 2021

Calendar Key

BHMC Blossom Hill Mennonite Church
NMC Neffsville Mennonite Church

Rehearsals are held Tuesday evenings from February 2 to May 11, 2021

Dates listed below indicate specific times, locations, additional details, or changes.

Day	Date	Time	Location	Activity	Carol Choristers I	Concert Choristers II	Chamber
Tues	January	4:00 – 8:00 p.m.	ZOOM	Optional private voice lessons with Ms. Wingard (December registration)		X	X
Tues	Feb 2	6:00 – 6:45 p.m.	ZOOM	First rehearsal	X		
		6:45 – 7:15p.m.	ZOOM	Parent and singer Spring Information Session A parent/guardian for each family is required to attend this session with all singers who are participating in choir.	X	X	X
		7:15 – 8:10 p.m.	ZOOM	First rehearsal		X	
		7:15 – 8:15 p.m.	ZOOM	First rehearsal			X
Tues	Feb 9 Feb 16 Feb 23 Mar 2 Mar 9 Mar 16	6:00 – 7:00 p.m.	NMC	Alternating indoor in-person and virtual rehearsals in small groups Singers will be assigned to one of two groups per choir. Each group attends in-person rehearsals every other week. The alternate weeks each group rehearses virtually from home. Group assignments will be emailed before Feb 2.	X		
		6:30 – 6:45 p.m.	BHMC				X (guys only)
		6:40 – 8:10 p.m.	NMC			X	
		6:45 – 8:15 p.m.	BHMC				X (all)
Tues	Feb 23 & Mar 2	6:00 – 6:20 p.m.	NMC	DRM\$ Fundraiser and Spring Concert Information Session (in-person) A parent/guardian is required to attend this session with their singer on the night their singer attends in person rehearsal.	X Rehearsal extended to 7:10 p.m.		
		6:40 – 7:00 p.m.	NMC			X Rehearsal extended to 8:20 p.m.	
		8:10 – 8:30 p.m.	BHMC				X

Day	Date	Time	Location	Activity	Carol Choristers I	Concert Choristers II	Chamber
Tues	Mar 9 Mar 16	At rehearsal	NMC and BHMC	DRM\$ Fundraiser envelope collection	X	X	X
Tues	Mar 23	6:00 – 7:00 p.m.	ZOOM	Rehearsal with Guest Artist, Bryan Moyer Suderman	X		
		6:45 – 8:30 p.m.	ZOOM	Rehearsal with Guest Artist, Walking Roots Band		X	X
Sat	Mar 27	9:00 a.m. – 12:00 p.m.	BHMC	DRM\$ Rehearsal Marathon <small>Wear MCCL t-shirt</small>			X
		9:15 a.m. – 12:15 p.m.	NMC	DRM\$ Rehearsal Marathon <small>Wear MCCL t-shirt</small>		X	
		1:15 – 3:15 p.m.	NMC	DRM\$ Rehearsal Marathon <small>Wear MCCL t-shirt</small>	X		
Tues	Mar 30 Apr 6 Apr 13 Apr 20 Apr 27 May 4 May 11	6:00 – 7:00 p.m.	NMC	Outdoor in person spring rehearsals All singers attend in person each week.	X		
		6:30 – 6:45 p.m.	BHMC				X (guys only)
		6:40 – 8:10 p.m.	NMC			X	
		6:45 – 8:15 p.m.	BHMC				X (all)
Sat	Apr 24 or May 1	9:30 a.m. – 12:15 p.m.	TBD	Local Tour Day <small>Wear MCCL t-shirt</small>	X		
		1:30 – 4:30 p.m.	TBD	Local Tour Day <small>Wear MCCL t-shirt</small>		X	
		1:15 – 4:15 p.m.	TBD	Local Tour Day <small>Wear MCCL t-shirt</small>			X
Sat	May 15 Rain date: May 22	TBD	TBD	“Sing! Together” Concert Experience #1	X	X	X
Sun	May 16 Rain date: May 23	TBD	TBD	“Sing! Together” Concert Experience #2	X	X	X
Sun	June 6	Report: 4:00 p.m. Concert: 6:00 p.m.	Mt. Gretna Outdoor Tabernacle	“Sing! Together” Concert Experience #3	X	X	X
Thur & Fri	June 10 & June 11	TBD	TBD	Summer Tour Alternative (tentative)		X	X
	Summer months	TBD	TBD	Summer Voice Lessons <small>Sign-up details will be shared in late spring.</small>	X	X	X

Financial Responsibilities

Registration Fee (non-refundable fee per singer)

New spring singers in Carol, Concert, Chamber, Choristers I and II

\$50 on or before January 22, 2021

\$100 after January 22, 2021

Annual Tuition

Due to COVID-19, Choristers I and II will participate with Carol Choir and Concert Choir for the spring.

The Mennonite Children's Choir of Lancaster is a tuition-based choir. Tuition fund the opportunity to be immersed in and learn through a high-quality children and youth music and choral experience.

Tuition fees cover about one-third of the cost for each singer to be in MCCL. Offerings, fundraisers, and donations make up the balance of the cost for each singer. Operating expenses include sheet music, uniforms, concerts, salaries, facility rental, insurance, and publicity.

Annual tuition includes rehearsals, one vocal coaching session each semester, concerts, retreats, local tour day, and an annual picnic, as well as opportunities for extracurricular events, such as choral festivals and collaborative choral events.

First Child Tuition

Carol Choir* and Choristers I*	\$265 per year
Concert Choir* and Choristers II*	\$335 per year
Chamber Choir*	\$335 per year
Men's Ensemble* (all males in 9-12 grade)	\$ 25 per year

Additional Child Tuition

\$265 per year for each additional child in Carol, Concert, and/or Chamber Choir or Choristers I and/or II

*In addition, families participate in one fall and one spring semester fundraiser.

Tuition is not prorated for singers who participate for one semester only.

Tuition Assistance

MCCL invites singers to participate in choir regardless of financial status and will work with each family to ensure the financial obligations to MCCL are met. Tuition assistance is available to those who sing the entire year. It is also available to families new to the MCCL program in January.

The tuition assistance application, along with non-refundable deposit, is due with choir registration. Applications received by the early deadline will be given priority.

Fundraisers

Fundraisers serve as team building events for singers and their families and provide a portion of the MCCL budget. They help offset the difference between tuition and the actual cost of the MCCL program. Singers and families are expected to participate in fundraisers or pay an opt-out fee, if preferred. If a family bypasses fundraiser participation through a required opt-out fee, the payment is not tax deductible.

- Fall Jar Fundraiser (Carol/Concert/Chamber/Choristers)
Each family will receive 16 pre-made mixes to sell. Mixes are \$8 each.
Opt-out fee is \$135 per family.

Due to COVID-19, families and singers will not participate in assembly of jars. Instead, delicious pre-made mixes donated by a local food distributor will be sold.

- Spring Do-Re-Mi-Dollars Fundraiser (Carol/Concert/Chamber)

1 singer per family	10 names or opt-out fee of \$115
2 singers per family	20 names or opt-out fee of \$225
3+ singers per family	25 names or opt-out fee of \$280
- Chamber or Concert Choir might participate in an optional spring car wash.
- Specific optional fundraisers for multi-day tours and other events might be offered.

Business Sponsorship and Tuition Discounts

Each year business sponsors are invited to partner with MCCL. Partnering with local business owners strengthens the MCCL program and provides a portion of the MCCL budget. There are four levels of sponsorship:

Concert Series Underwriter	\$5,000 per concert season
Presto	\$3,000
Allegretto	\$1,500
Allegro	\$1,000
Andante	\$ 500

Benefits vary depending on the level of sponsorship and include options for advertising in the concert program, on concert posters, and at concerts.

Family and friends of singers often are significant supporters of MCCL. Please send names of potential business sponsors to Managing Director. If a business you recommend has not already been contacted, we will prepare a sponsorship packet for you to share with them.

A tuition discount for the forthcoming year will be applied to your family for each business sponsor you recommend and contact if they partner with MCCL by the start of the fall semester (August 25, 2020). Total tuition discount may not exceed total tuition owed by each family.

- \$500 per family for a Concert Series Underwriter
- \$300 per family for a Presto business partner
- \$150 per family for an Allegretto business partner
- \$100 per family for an Allegro business partner
- \$ 50 per family for an Andante business partner

Refer a New MCCL Family and Tuition Discounts

For the 2020-2021 choir season, current MCCL families will receive a tuition discount for each new choir family who joins a choir or class because of their personal invitation. The newly invited family will also receive a discount.

	New MCCL family with singer in Prelude Music	New MCCL family with singer in Carol Choir or Choristers I	New MCCL family with singer in Concert Choir or Choristers II	New MCCL family with singer in Chamber Choir
Discount for each current and new family	\$10/semester \$25/full year	\$40/full year	\$50/full year	\$50/full year

The discount is per family (not per singer).

- If a new MCCL family registers singers in multiple classes or choirs, the highest discount available will be applied.
- If two current MCCL families invited the same new family, the discount is shared between the current families.
- As part of registration, current MCCL families will list new families they invited to join MCCL this spring.

Formal and Informal Uniform Fees

All Carol and Concert singers pay a \$20 spring formal concert attire rental fee. Each new Chamber Choir lady is responsible to purchase a black dress (approximately \$80) from MCCL in the spring, which will be hers to keep. Each Chamber Choir gentleman is responsible to purchase one colored dress shirt and bow tie (approximately \$80) from MCCL in the spring, which will be his to keep.

Carol and Concert Choir uniforms will be collected at the end of the spring season. MCCL will charge \$60 if uniform is not returned by the due date.

Singers are expected to purchase an MCCL t-shirt for casual concert attire. The \$10 fee is included on Tuition and Uniform Rental Payment forms for new singers or returning singers needing a new t-shirt.

Music Fee

Music folders will be collected at the end of each season. MCCL will charge \$50 for music folder not returned by the due date. There will be a \$5 charge for any individual piece of music that is missing or damaged.

Tour Fee

An additional fee is charged for the annual Concert and Chamber Choir summer tour.

Contributions

Tax-deductible gifts may be sent to:

LMS/MCCL
PO Box 5146
Lancaster PA 17606

Please make check payable to LMS/MCCL and write MCCL on the memo line. Lancaster Mennonite School will send a tax-deductible receipt for donations of \$25 or more. For the Do-Re-Mi-Dollars fundraiser, tax-deductible receipts will be sent for donations of \$50 or more.

There is also an option for online giving at www.mennonitechilrenschoir.org/donate

Payment Policy

Payments include fees for tuition, uniforms, lost uniforms, lost music, fundraisers, tour, and other expenses. Payments should be submitted via check. Cash will not be accepted.

Outstanding payments are defined as payments that are not remitted according to the schedule defined by MCCL or an alternative payment schedule approved by the Choir Manager.

Any singer who has outstanding payments will not:

- receive a music folder
- receive a uniform
- participate in concerts, go on tour, or attend special activities

Late Payment Fee Policy

Late payments will be subject to a 10% late fee if not paid by 30 days after initial email/invoice. An additional 2% late fee will be added every 30 days. (30 days late = 10% late fee, 60 days late = 12% late fee, 90 days late = 14% late fee, etc.)

Refund Policy

Tuition paid, less a \$50 administrative fee, may be refunded through the fourth rehearsal of the semester. Tuition will not be refunded after the fourth rehearsal.

Payment for lost music or a lost uniform is refundable if the music or uniform is later returned in usable condition.

Fundraiser payments, uniform fees, and tour payments are not refundable or transferable.

Returned Check Fee

A \$40 fee will be charged for returned checks.

Instructions for New Singer Spring 2021 Registration

1. Print this page.
2. Go to <http://www.mennonitechildrenschoir.org>
3. Click **Member Portal** at the bottom of any page or under *Join/Register** main navigation menu.
4. Enter Username and Password.
Username: mcclmember
Password: MCCL-spring2021?
5. Click on and read the **MCCL Choir Handbook** thoroughly.
6. Click **Singer Registration**.
7. When logged in, complete **Steps 1, 2, 3, and 4**.

Email mcclchoirmanager@lancastermennonite.org if you experience any difficulties or have questions during the registration process.

Appendix A

Rehearsal Traffic Flow at Neffsville Mennonite Church

Blue line = Carol Choir & Choristers I

Drop off 5:45 to 5:55 p.m.
Rehearsal starts at 6:00 p.m.
Pick up at 7:00 p.m.

Orange line = Concert Choir & Choristers II

Drop off 6:25 p.m. to 6:35p.m.
Rehearsal starts at 6:40 p.m.
Pick up at 8:10 p.m.



Rehearsal Traffic Flow at Neffsville Mennonite Church

Appendix B

Rehearsal Traffic Flow at Blossom Hill Mennonite Church

Green line = Prelude Music

Class #1: Drop off 4:40 to 4:45 p.m.
Class #2: Drop off 5:40 to 5:45 p.m.
Class #1: Pick up at 5:30 p.m.
Class #2: Pick up at 6:30 p.m.

Blue line = Chamber Choir & Men's Ensemble

Guys: Drop off 6:20 to 6:25 p.m.
Rehearsal starts at 6:30 p.m.
Ladies: Drop off 6:35 to 6:40 p.m.
Rehearsal starts at 6:45 p.m.
All: Pick up at 8:15 p.m.



Rehearsal Traffic Flow at Blossom Hill Mennonite Church