



Classes Handbook

Prelude Music

Spring 2021

Table of Contents

MCCL Program	3
Mission Statement	3
Vision Statment	3
Affiliation	3
Our Programs	3
Prelude Music (kindergarten and grade 1)	3
Choristers I & II (grades 2 – 5 and 6 – 8*).....	3
Carol Choir (grades 2 – 5).....	3
Concert Choir (grades 6 – 8)	3
Chamber Choir (grades 9 – 12)	3
Men’s Ensemble (grades 9 - 12).....	3
Class Details and Logistics	6
COVID-19	6
Locations and Times	6
Singer Pre-Arrival Checklist	6
Rehearsal Check-in Procedures	6
Rehearsal Pick-up Procedures	7
Technology	7
Cleaning	7
Prelude Music Class Calendar – Spring 2021	8
General Information	9
Dress Code	9
Singer Discipline	9
Student Safety	9
Tuition	10
Tuition Assistance	10
Fundraisers	10
Refer a new family	10
Business Sponsorship and Tuition Discounts	11
Refund Policy	11
Returned Check Fee	11
Instructions for Registration	12
Appendix A	13
Rehearsal Traffic Flow at Blossom Hill Mennonite Church	13

MCCL Program

Mission Statement

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

Vision Statment

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 2020-2021 season, it is adjusted to grades 6 – 8.

Carol Choir (grades 2 – 5)

Carol Choir is an auditioned performing choir. See the MCCL website for additional information on the auditioned choirs.

Concert Choir (grades 6 – 8)

Concert Choir is an auditioned performing choir that strengthens skills learned in the Carol Choir.

Chamber Choir (grades 9 – 12)

Chamber Choir is an auditioned advanced performing choir that builds on fundamentals learned in Carol and Concert Choirs.

Men's Ensemble (grades 9 - 12)

Men's Ensemble is for male singers who are members of the Chamber Choir.

Artistic Staff for Prelude Music



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.



Laura Metzler

Assistant, Prelude Music

Laura has a degree in Elementary Education, with a concentration in Spanish and significant coursework in music, from Houghton College. She has enjoyed teaching private piano, guitar, and violin lessons over the last 15 years and leads worship in her home congregation at Laurel Street Mennonite.

MCCL Program 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
mensemble@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 and Concert Choirs
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

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

Class Details and Logistics

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.

Each singer/family will sign a waiver during the registration process.

Locations and Times

Blossom Hill Mennonite Church graciously allows 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.

Classes are held on Tuesdays at the following locations and times:

Prelude Music class	Blossom Hill Mennonite Church	4:45 – 5:30 p.m. 5:45 – 6:30 p.m.
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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 class.**

Rehearsal Check-in Procedures

- Arrive 5-10 minutes before rehearsal start time.
- Stay in car with parent/guardian until check-in.
- Follow traffic flow route in church parking lot (map in Appendix A).
 - MCCL staff or parent volunteer(s) will check in singers each week.
 - Temperature checks might occur during check-in each week (TBD).
 - Handwashing/sanitizing will occur at the start of each rehearsal and during rehearsals as needed.
- Parents and family members are asked to stay in their cars during rehearsals. Siblings and singers not in rehearsal or class must be under the supervision of an adult.

- There are small area 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 lot (map in Appendix A).
 - MCCL staff or parent volunteer(s) will check out singers each week.

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. All cleaning supplies are EPA approved.

Prelude Music Class Calendar – Spring 2021

Dates of classes are listed below, with details given to specific dates.

Day	Date	Time	Details
Tues.	Mar 23	5:30 – 5:50 p.m.	ZOOM Parent Informational Meeting Link will be sent.
		6:00 – 7:00 p.m.	ZOOM virtual class with guest artist, Bryan Moyer Suderman, and Carol Choir/ Choristers I singers. Link will be sent.
Tues.	Apr. 6	4:45 – 5:30 p.m.	Prelude Music begins at BHMC
		5:45 – 6:30 p.m.	Prelude Music begins at BHMC
Tues.	Apr. 13	Same as above	
Thurs.	Apr. 20	Same as above	
Tues.	Apr. 27	Same as above	
Tues.	May 4	Same as above	
Tues.	May 11	Same as above	Last Spring rehearsal with sharing time for parents the last fifteen minutes of class.
Sat. or Sun.	May 15 or May 16	TBD	MCCL Spring Concert Experience
Sat. or Sun.	May 22 or May 23	TBD	Rain dates for MCCL Spring Concert Experience

General Information

Communication

The MCCL directors and staff communicate by email. Parents and singers are encouraged to email their directors rather than contacting them at classes.

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.

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.

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.

Financial Responsibilities

Tuition

The Mennonite Children’s Choir of Lancaster is a tuition-based choir. Tuition funds about one-third of our budget. Offerings, fundraisers and donations make up the balance of our income. Operating expenses include sheet music, uniforms, concerts, salaries, facility rental, insurance, and publicity. Tuition for the Prelude Music program is:
 \$160 full year/\$80 per semester *

* In addition, families participate in a fall semester fundraiser.

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 help offset the difference between tuition and the actual cost of the MCCL program. Singers and families of Prelude Music are expected to participate in the Fall Jar Fundraiser or pay an opt-out fee, if preferred. Details about the fundraiser will be shared at the fall parent meeting.

Fall Jar Fundraiser: Participation Expectation or Opt-Out Fee
 Each family will receive 6 pre-made mixes to sell. Mixes are \$8 each.
 Opt-out fee is \$54.

If a family bypasses fundraiser participation through a required opt-out fee, the payment is not a tax-deductible donation.

Refer a new family

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 as a result 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.

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

Refund Policy

Tuition paid, less a \$30 administrative fee, may be refunded through the second class of the semester. Tuition will not be refunded after the second class of the semester.

Returned Check Fee

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

Instructions for Registration

1. Print this page.
2. Go to <http://www.mennonitechilrenschoir.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 Class 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.

