

Hunter Street Baptist Church

Handbook for student choirs...



Information Guide for parents and students

Updated 9/28/2011

David DeVane, Director - Higher Ground & Chi Alpha

Ministry Assistant:

Karla Luttrell / 205.739.5311 / karla@hsbc.org

Hunter Street Baptist Church Mission Statement:

Hunter Street Baptist Church exists to lead people to Jesus and church membership, develop them to Christ-like maturity, equip them for ministry, and send them on mission in order to magnify God.

Student Music Program Philosophy:

The student music program at Hunter Street Baptist Church exists for the sole purposes of...

- Exalting the Lord, Jesus Christ
- Evangelizing the lost
- Equipping the body of Christ to serve and minister
- Exuding the love of Christ to everyone we meet
- Encouraging others "toward love and good deeds" (Hebrews 10:24)

Student Music Mission Statement

Students united to share new life in Christ through music and the arts.

Activities

Occasionally a special choir function will be planned. This will be a time for the choir to have fun, serve the community, or participate in something as a group other than rehearsing. These activities are certainly not required, but as many students as possible are encouraged to attend. Events will most likely be off campus, and the activity will be announced at least two weeks in advance to give as much notice as possible for parents to make any necessary plans.

Lifestyle Expectations

The Bible says that as believers we are called to be the salt and light in the world. We are to stand out among non-Christians. As a representative of the Lord Jesus Christ, Hunter Street Baptist Church, and Chi Alpha or Higher Ground, each student is expected to...

- 1.) Grow daily with the Lord Jesus Christ through prayer and Bible study.
- 2.) Live a Godly life, conducting oneself in a Christ-like manner at all times.
- 3.) Show respect for adult leaders and fellow students.
- 4.) Regularly attend Sunday school and worship services throughout the choir year.

Auditions

Auditions/Interviews will be held for the following:

- Solos
- Ensembles
- Drama team
- Specialty Dance team
- Praise Band (XA only)

All efforts will be made to ensure that students will be informed of all auditions in advance. Anyone unable to be present at the scheduled audition time will need to speak with the director of the ministry team to discuss possible audition options.

Music & Folders

- The music and folders are property of Hunter Street Baptist Church.
- The music and/or folders are NOT to be taken out of the choir room without permission - no exceptions.

Hunter Street Arts Academy

Any student with a desire to pursue music at a deeper level through private study is encouraged to do so. The Hunter Street Arts Academy provides private lessons in piano, voice, guitar, brass, woodwind, percussion/drums, and violin for 30min, 45 min, or hour lessons for a nominal fee. Private lessons help the student discover and develop his/her abilities as a musician in a one-on-one setting where much more can be accomplished than in a group rehearsal setting. Information about the Hunter Street Arts Academy is available in the music office or contact Faye Wilson at 205.739.5350 or fayew@hsbc.org

Uniform

Higher Ground and Chi Alpha will periodically be asked to sing in all three worship services on Sundays. The following attire is appropriate for these occasions:

Higher Ground: "Sunday best" outfits. No shorts, jeans, t-shirts, short skirts.

- For our Christmas Candlelight worship service, HG will need black pants/skirt, black shoes, and a solid color top with no designs.

Chi Alpha: Black pants or black skirt, black shoes, black socks, solid color top (not white & avoid patterns or designs).

- For our Christmas Candlelight worship service, XA will need black pants/skirt, black shoes, and a solid color top with no designs.

Attendance guidelines for tours (for both HG & XA)

- We are a body of believers dedicated to ministry for the Kingdom of God. As with any "team" we need all of our "players" present so we can together prepare ourselves to adequately serve and minister.
- Rehearsal schedules will be given out in August and January to allow families to plan schedules accordingly.
- Choir attendance is kept with student sign-in rolls at the entrance to the choir room. **IT IS THE STUDENT'S RESPONSIBILITY TO MARK HIM/HER SELF PRESENT.** The roll is monitored by an adult and is re-checked during the rehearsal for accuracy.
- A written note, phone call, or email informing the director of any upcoming or previous absence is highly encouraged, though not required. This communication allows the director to know what is going on in the lives of the students outside of choir.
- Recognizing that many students come from different family backgrounds and must visit their parents separately, certain absences may be unavoidable. If this applies to you, please contact the director at 739-5311 or via email at davidd@hsbc.org
- Any student who is new to the church and desires to be a part of choir may join at any time. *NOTE: must first attend at least 3 rehearsals to be eligible to go on choir tour, as well as meet the other requirements.
- **The above attendance policies are important because they ensure that each person is committed to preparing themselves for ministry with the choir.**

IMPORTANT ATTENDANCE DETAILS

- **There are a maximum # of rehearsals that a student is allowed to miss each semester:**
 - HG is allowed 3 rehearsal absences in the Fall and 3 in the Spring
 - XA is allowed 3 rehearsal absences in the Fall and 4 in the Spring
 - All **retreats** are mandatory and count against your # of absences.
 - Extra rehearsals may be called in order to be adequately prepared for tour. Advance notice will be given for any extra rehearsals.
 - 70% attendance in Sunday School is **REQUIRED**.
 - Before tour, you must have attended the Membership Information Class (MIC) if you are not currently a member of the church. Check church calendar for upcoming classes.
 - Absences because of other church events or activities will not count against your number of absences. (example: MIC-membership class)
 - Each choir member is strongly encouraged to attend Wednesday Night Student Worship at HSBC. Worship is every Wednesday night from 6:30pm to 7:30pm at the Student Building.
 - Each choir member is strongly encouraged to be active in a discipleship group. Contact the student ministry for more details.

There will be instances when students will miss more rehearsals than are allowed due to various activities and issues out of their control. **You may "clear" absences beyond your maximum # of rehearsals missed by attending the following events in the Fall and/or Spring:**

FALL (count towards fall absences):

- Praise 150 FALL *
- HSBC Christmas Program *
- Help in the music ministry office for 2 hours after school

SPRING (count towards spring absences):

- Disciple-Now
- Praise 150 SPRING *
- Help in the music ministry office for 2 hours after school

*Must have signature of XA/HG adult leader, HSBC student staff member or choir director on an event program or other document.

ATHLETES:

- All athletes who anticipate regular absences for games and/or practices need to fill out the "**Athlete Anticipated Absences Form**", attach a copy of their practice/game schedule, and turn it in to the music office. This allows the director to plan special events so that as many students as possible may attend. It also allows the director to know of any games that are possible to attend & promote in choir.

NON-HSBC STUDENTS:

- Students who are members or attend church somewhere other than HSBC are allowed to go on choir tours. The cost is NOT the same as HSBC students (see director for more details). These students are required to attend the Membership Information Class (MIC) and are also required to have similar Bible study and worship attendance participation as HSBC students. Contact the director for more details.

Due to the above requirements, we (Choir director and Student Minister) have the right to deny any student the opportunity to go on tour if we do not feel he/she has met the requirements adequately.

Payments/Money Stuff (for tours)

- The cost of tour will vary from year to year. Each year many expenses are taken into account, including rooming, food, travel, music, staging, lights, video, ministry supplies, choreographer/music arranger fees, rehearsal CD's, publicity, etc.
- Tour cost will be collected in payments throughout the late Fall and Spring. If you are unable to make the payments on the specified days, you must inform us of this. If you do not and we do not receive payments, your student will be dropped from the tour roster. Call 739-5311 if you have any questions.
- Tour payments are only to be given to the director, tour coordinator, music ministry assistant, student ministry receptionist, or rehearsal monitors. **DO NOT GIVE PAYMENTS TO ANYONE ELSE.**
- Checks are preferred. **PAYING WITH CASH IS NOT ALLOWED.**
- Any student who is new to the church and desires to be a part of choir tour will be allowed to go, given they also meet the financial commitment, attendance requirements (from start point), and are musically prepared.
- Any exceptions to above tour payment policies will be handled on a case-by-case basis, and any problems or concerns should be brought to the attention of the director.

REFUNDS:

- The last chance to receive a full refund, exclusive of the non-refundable deposit, will be **60 days before** the start of the mission tour.
- Obvious exceptions for refunds include death in the family, long-term sickness, and summer school. Any other exceptions to this will be handled on a case-by-case basis, by a discussion with the director.

SCHOLARSHIPS:

- We do not want anyone to be excluded from going on tour due to financial constraints. *If you are in need of financial assistance please contact Karla Luttrell at 205.739.5311 or karla@hsbc.org*
- A limited number of tour scholarships are given each year. Priority will be given to those students who demonstrate positive attitudes in choir as well those who meet the attendance requirements.
- Any student receiving a scholarship whose attendance record begins to drop without explanation to the director will lose his/her scholarship.

CHAPERONES:

- Any adult desiring to accompany Higher Ground on the mission tour must fill out the HG mission tour application. Those selected to go must fill out the Child Protection First policy. Copies are available in the church office.
- The cost of tour for chaperones will be determined on an annual basis.
- Priority for chaperones will include the following, but are chosen by the Director & Student Minister:
 - HSBC Staff (director, tour coordinator, student minister, crew, etc.)
 - Medical personnel (Doctor and Nurse)
 - Parents of students with special needs
 - Parents of students in the choir
 - Sunday School teachers/leadership

OTHER PAPER WORK:

- All students and chaperones must fill out the appropriate medical form(s) to go on tour. Anyone who does not do so will not be allowed to go on tour. This paper work will also be used on any trip the choir may take throughout the year. It will be filled out at the beginning of each year.
- For tour purposes, any student taking prescription medication will be required to submit specific medication needs in writing. ALL medication must be given to the tour nurse prior to tour departure and will be distributed by the tour nurse throughout the week.

Conclusion

It is the desire of the student music ministry that students grow in Christ, learn how to effectively serve Christ, share the Gospel and minister, and live a life that is pleasing to the Lord. The policies stated in this manual serve as a guideline to help us fairly and Biblically manage the programs with which they are involved here at Hunter Street Baptist Church which promote the above stated ideals. Thank you for your involvement and investment in the lives of students and the life of Hunter Street.

Please know that I am always here for each student and parent. If you ever have any questions, concerns or needs that I may assist with, please contact me. My office number is 739-5350 and my cell number is 283-3242. My email address is davidd@hsbc.org. I am extremely honored and blessed to work with such fine young people and on such a great staff. Let's get ready for a great year of ministry!

In Christ,

David M. DeVane

Minister of Creative Arts / Worship Leader / Director of Student Music
Hunter Street Baptist Church

Parent Signature

I have read and understand the contents in the student choir handbook.

Signature _____ Date _____

Print Name _____

Student Signature

I have read and understand the contents in the student choir handbook.

Signature _____ Date _____

Print Name _____

