



HAMMOND ACADEMY
FOR THE PERFORMING ARTS

STUDENT HANDBOOK 2015-2016

VISION:

To create a community committed to artistic and academic excellence

MISSION:

To provide rigorous and relevant education in the arts and academics in order to prepare and inspire students to become the artists and audiences of the future

Expectations

ACADEMIC:

All students are expected to maintain a high grade standard for all classes. To help maintain that high standard, the following policies are in place:

- All students will maintain a 2.5 or better cumulative GPA.
- Every six weeks, at the grading period, student grades will be checked. Any student who is below the grade standard will receive modifications. Student grades will be monitored regularly throughout the term by their faculty advisor.
- If a student falls below the grade standard for one grading period there will be a parent/teacher/student conference. There will then be post-conference modifications.
- Students who are failing academically, or are consistently falling below 2.5, will not be considered for re-admission in the program for the next year.

CO-CURRICULAR:

As a performing arts community, we believe that commitment to the arts and creation of performance is crucial. In order to help foster that commitment, the following performance policies are in place:

- Theatre majors are required to actively participate in at least one play or musical performance during the year. Participation may be an onstage acting role, technical work, or “front of house” work.
- Vocal majors are required to actively participate in at least one vocal performance a year, beyond classroom requirements. Participation may include a musical, ISSMA festival, school-sponsored performances, or community/religious vocal performances.
- Instrumental majors are required to actively participate in at least one instrumental performance a year, beyond classroom requirements. Participation may include ISSMA solo and ensemble festival, a school-sponsored performance, or a musical.
- Dance majors are required to actively participate in at least one dance performance a year beyond classroom requirements. Participation may include HAPA Dance Ensemble, school-sponsored performance, Show Choir, or a musical.
- Students are expected to create an artifact about their experience to be added to their portfolio.
- Any student not fulfilling this expectation will not be considered for re-admission in the program for the next year.

DRESS CODE:

- ID’s must be worn around the neck with a lanyard at all times.
- Pants, skirts and shorts must be solid khaki or navy.
- Shirts must be solid red, white or navy blue with a collar and sleeves.
- Solid red, white or navy sweaters are permitted, but no hoodies or zippered items.
- On Morton Monday, jeans and MHS/HAPA Spiritwear are allowed.
- Shoes must have closed toes and heels.

REHEARSAL AND PERFORMANCE ATTENDANCE:

HAPA students are required to attend all rehearsals and performances of which they are a member. Failure to attend may result in a grade reduction, failure or probation. Please communicate with your directors early and often. On the next page is a list of excused and unexcused absences.

Examples of Excused Absences

- Illness of the student (A doctor's documentation)
- Death in the student's immediate family
- Emergency Medical reasons documented by a doctor's note
- Observance of religious holiday
- Necessity for student to attend court as a plaintiff, defender, witness or juror
- Official approved school activities

Examples of Unexcused Absences and Tardiness

- Babysitting
- Shopping
- Running errands
- Oversleeping
- Job-hunting
- Work
- Non-emergency doctor's appointments

PRODUCTION ATTENDANCE:

HAPA students have the unique opportunity to participate in and experience a wealth of varied performances. Attendance expectations include one performance of each play and musical; band, choir and dance concerts; Cabaret, HAPA Holidays, and recitals. Your attendance ensures the performances are supported by the entire HAPA community and allows for informed conversations. HAPA students will be admitted to performances at a reduced rate of \$1 with their HAPA student ID.

- ***Students must plan to attend a minimum of thirteen performances***, which includes signing out after the program. Students not fulfilling this expectation will not be considered for re-admission into the program for the next year. All required performances are listed on the calendar.

BEHAVIOR:

There are times when individuals in the HAPA community must modify their personal behavior in order to preserve the safety and respect of the community. Appropriate etiquette is such that allows all community members to work towards being artists, learners, and leaders in a safe environment.

This means it is never appropriate to:

- Physically or verbally assault, threaten, or harass others.
- Vandalize, steal, or misuse community property.
- Undermine the value of community-wide events and gatherings.

HAPA students are expected to exercise appropriate etiquette at all times, particularly during the school day, during HAPA-sponsored events, on the way to and from school, as well as personal time. This means that students should not only conduct themselves in a polite and respectful manner while in the school building, but they should also be conscientious of the image they present to the public. Failure to do so may result in behavioral probation.

HAPA STUDENT ARRIVAL:

- The vast majority of HAPA students have classes during periods two through five.
 - Occasionally a HAPA student will also have first period classes.
- HAPA students who come for breakfast will follow Morton AM guidelines, and will be released accordingly.
- ALL HAPA students arriving before or during first period will enter through Door A and report directly to the cafeteria for the remainder of that period. The only exception is students with a first period class.
 - This means that students are NOT to go to their lockers before going to the cafeteria.
 - This means that students are expected to remain in the cafeteria until the bell for second period sounds.

COMMONS:

- HAPA students in the commons area are expected to be mindful that Morton and HAPA teachers are conducting classes and/or rehearsals and therefore should be respectful of noise levels. Students should use this time to study and/or practice.
- No Food or Drink is allowed in the commons with the exception of water.
- Misuse of the commons will result in loss of privilege.

FAMILY INVOLVEMENT:

As members of the HAPA Community, it is our hope that parents will contribute their time in ways that both interest them and serve the greater good. In order to nurture this sense of community involvement, all HAPA families are asked to contribute. There is a list of volunteer opportunities on HAPA Boosters form. Opportunities consist of taking office in the HAPA Boosters Organization, assisting in the HAPA Café, assisting in the classroom, assisting in the creation of sets, costumes, etc, and helping with performances.

PRACTICE ROOMS:

- Practice rooms are available for use before school, during lunch, and after school. (Pass Required)
- There is a ten minute grace period. If a room goes unused for 10 or more minutes, it becomes automatically available.
- Practice rooms are for practice only, they are not for socializing or study.
- No food or drink, except water, is allowed in practice rooms.
- Misuse of practice rooms will result in loss of privileges.
- Practice rooms in the Band Room and Music Lab require the permission and supervision of that teacher.
- The use of the large music studio requires a pass. It is not a hang out room if you do not like the lunch options in the cafeteria.

FUNDRAISER:

- The HAPA does two major fundraisers every year, one performance based (Cabaret), and one non-performance based (catalog sales) to help fund our programs. It is an expectation that **ALL** HAPA students and their families will help with each fundraiser. The two fundraisers benefit all HAPA programs and help keep the academy tuition-free.

ADVISORY/STUDENT RESOURCE TIME (SRT):

- Will take place a few times each trimester. Watch the white board and listen to announcements for info on when.
- SRT is a time for students to have one on one artist development with their advisor and for meeting as a HAPA Community.

LOCKERS:

- Most HAPA students will be assigned a locker in the HAPA locker area. If the HAPA locker area is full, students will be assigned a locker close to the HAPA hallway. Seniors will have lockers in the Morton Senior Locker Bay.
- All students must use a Morton lock on their lockers. Students may purchase a lock for \$6.00 in the Morton Main Office.
 - All Dance students must purchase an additional Morton lock to use during their dance class.

- Students are responsible for their locker, and the items in the locker. Students may NOT share lockers.

PEFORMANCE AND RECITAL FEES:

- The following fees are required to help defray costs of costumes, props, set pieces, marketing tools (signs, fliers, programs, etc) during production.
 - Theatre Productions (each) - \$75.00 performers - \$25.00 tech crew/orchestra/understudies
 - All Dance Students (each concert) - \$45.00
 - Dance Ensemble – additional \$25.00
 - Instrument Rental (once yearly) - \$90.00
- Fees include a production t-shirt, and snacks/dinner during tech week for theatre productions.
- Students have the opportunity to sell ads in the production programs to raise money for their participation fee. Details will be given during the first week of rehearsal for the productions.

MORTON ATHLETICS AND HAPA:

- Being in HAPA and having a fifth period class will NOT impact participation in Morton Athletics, including junior varsity and varsity. Fifth period will now be a conditioning period, not practice time. HAPA students will be able to do their conditioning with Coach Richards during first period and non-HAPA students will do their conditioning during sixth period. Students will be able to get an Advanced PE credit during conditioning periods if class requirements are met.
- There is an opportunity for students to earn one PE credit with participation in certain after-school activities like Dance Ensemble, Tap Ensemble, Show Choir and Marching Band. Students must submit the PE Waiver form. See the activity sponsor for the form.

HAMMOND ACADEMY FOR THE PERFORMING ARTS FACULTY:

Mr. Daniel Cummins, Director
Mr. Alex Akers, Guitar
Ms. Melissa Brassard, Technical Theatre
Mr. Nick DeJarlais, Instrumental Music
Ms. Kathleen Dominiak-Treasure, Dance
Mrs. Tricia Kujawa, Visual Art
Ms. Tina Lazzarine, Visual Art
Ms. Michelle Nuti, Vocal Music and Piano
Mr. Dan Taube, Acting