

(Draft 1) James Madison University
VOCAL ARTS SUMMER MUSIC CAMP
2024 OPERATIONAL HANDBOOK

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**James Madison University
VOCAL ARTS SUMMER MUSIC CAMP**

2024 OPERATIONAL HANDBOOK

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JMU VOCAL ARTS SUMMER CAMP

MISSION STATEMENT

At Vocal Arts Camp, talented high school singers have the opportunity to share in a five-day summer experience of choral singing! Our wide range of musical genres, include:

- Solo Singing and Group Voice
- Classical and Contemporary Choral Singing
- Musical Theater
- A cappella groups
- VAC Annual Talent Show
- Festival Showcase Concert in the Forbes Center for the Performing Arts

As always, we will be emphasizing healthy singing with ensembles taught by professional classical and musical theater singers, centered in Kodaly/solfege-based developmental music pedagogy. Campers share their camp musical experiences in a culminating concert on the final day of camp, held in the Concert Hall in the Forbes Center for the Performing Arts, on the campus of James Madison University.

Current music education research affirms that when human beings gather together in music-making, participants experience the possibility of group magic in musical performing (Sawyer, 2006), the creation of a ‘musical we’ (Schultz, 1964) and the ‘letting go of self to be with others’ (Hudak, 1999). These kinds of accelerated learning experiences through music have long been the rationale of the JMU Vocal Arts Camp.

The JMU Vocal Arts Camp has served the greater Shenandoah Valley and the state of Virginia for many years as a summer choral experience of safety, learning, musical excellence, and community. At Vocal Arts, life-long friendships are forged, and authentic, meaningful musical experiences are shared and celebrated!

EXPECTATIONS

*Safe, enthusiastic, warm, caring, highly competent,
highly skilled, highly effective professional behaviors,
and wonderful choral singing!*



Draft 4: 2024 JMU VOCAL ARTS SUMMER CAMP STAFF

NAME	TITLE	CELL #	E-MAIL
CAMP ADMINISTRATION & TEACHING STAFF			
JMU School of Music	For Emergencies Only!	540-568-6714	X
Dr. Jo-Anne van der Vat-Chromy	Camp Director Guest Conductor	850-566-6714	vanderjx@jmu.edu
Beth Aldrich	Administrative Director	757-913-4459	aldrichei@gmail.com
Caroline Player	Assistant Director Guest Conductor	757-705-0465	cplayer@fcps.edu
Elizabeth Williams	Camp Accompanist	540-333-3811	elizdwilliams2@gmail.com
Dr. Nikos Myrogiannis-Koukos	Choral Teacher Guest Conductor	817-371-9505	myroginx@dukes.jmu.edu
Jessica Smith	Head Counselor	540-834-3024	heart2sing4him@gmail.com
COUNSELING/TEACHING STAFF			
1. Devonte Garcia	Counselor	804-413-3120	garci4da@dukes.jmu.edu devontegarcia28@gmail.com
2. Paolo Mancini	Counselor	571-420-9457	mancinpx@dukes.jmu.edu paolo.a.mancini@gmail.com
3. Abby Wilson	Counselor	302-542-2297	wils27ar@dukes.jmu.edu abrwilson13@gmail.com
4. Kelly Donlan	Counselor	757-532-0581	donlanka@dukes.jmu.edu kadonlan33@gmail.com
5. Nicole Dudley (pending enrollment)	Counselor	804-687-8003	dudleynk@dukes.jmu.edu nicoledudley@gmail.com



**INFORMATIONAL & REMINDER LETTER
JMU VOCAL ARTS INFORMATIONAL & REMINDER LETTER**

July 10, 2024

Dear JMU 2024 Vocal Arts Summer Camp Parents and Campers!

We are delighted and excited to be in the final planning stages for our 2024 VOCAL ARTS CAMP! This letter is an INFORMATIONAL & REMINDER letter of the logistical aspects of Vocal Arts Camp, including daily events and first day 'check-ins'.

- Upon arrival at JMU, please plan to **park in the Warsaw Parking Deck, 157 Warsaw Avenue**, by the Forbes Center. Exit the parking garage and turn right towards the breezeway between the two sides of the Forbes Center. Continue through the tunnel and up the path to the Quad and then to the right for WAMPLER Hall. Signage and counselors will be there to help direct you!
- Please note that Vocal Arts Camp activities take place in multiple buildings on campus:
 - The **School of Music** will house all rehearsals and daily activities. It can be easily found on the left side of the Quad when facing the Wilson Hall Bell Tower, closest to Main Street!
 - Our dorm this summer is **WAMPLER HALL**. Wampler Dorm is easily found on the **right (!)** side of the Quad when facing the Wilson Hall Bell Tower, closest to Main Street. *(Yes, the School of Music and Wampler are right across the Quad from each other! Easy-peasy!)*
 - All **meals will be held in JMU D Hall**, an easy walk from the School of Music or the dorm. All campers will be accompanied by counselors at all times when walking across campus for meals.
 - Our concert will be held in the **Forbes Center Concert Hall**, right across Main Street through the tunnel to Quad, and right next to the Warsaw Parking Deck.
 - For your information, here is a link to our campus map!
<https://map.jmu.edu/?id=1869#!ct/49588,49581?s/>

1. 'Check In' For Camp: Tuesday, July 16: 2:00 – 3:30 pm:

All **check-ins**, both for residential and commuter campers, will take place in the lobby of **WAMPLER HALL**. We would ask that **residential campers** plan to arrive from **2:00 – 3:30 pm**, while **commuter campers** plan to arrive starting at **3:00 pm**, all in advance of our first general camp meeting set for 4:00 pm in the School of Music. Parents are invited to this meeting if they would like to attend! Counselors and staff will be introduced, and procedures will outlined!

At the check in, if you have not already done so, please plan to remit any final payments (checks or via our IRIS payment platform) and the Registration and Medical/Photo Release forms.

2. Commuter Student Drop Off And Pick-Up during Camp:

Commuters will receive a parking permit for the duration of camp. Please plan to park **ONLY** in the **Warsaw Parking Deck**, and **walk through the tunnel** and up to the left to the School of Music. Please do not park in any other JMU lots or areas, or you will be ticketed.

3. Camp Headquarters:

Once again, the **CAMP HEADQUARTERS** will be found in **room 148** in the School of Music. We are always open for parent visits or questions. We have a First Aid station here as well.

4. Snacks & Water:

JMU does not allow school-sponsored events to sell snacks to students. We will provide apples and some light snacks for students, but do provide those for your camper as well. Examples: Granola bars, protein bars, etc. There is also a vending machine in our dorm and in the music building. **Please bring** a refillable water bottle for rehearsals and staying hydrated throughout the day!

5. Residential & Commuter Campers: WHAT TO BRING!

WHAT TO BRING!

Please note: JMU Conference Services provides the following, which is included in your tuition: 2 sheets, 1 pillowcase, 2 towels, 1 washcloth, and 1 thin blanket. Linens are provided folded in each room (beds are not pre-made).

Pillows are not included in rooms but may be rented for \$2.00 per pillow. If you would like to rent a JMU pillow 😊 please let us know at registration, and we can give you a pillow and have you pay accordingly!

You are certainly welcome to bring to bring any of these linens/pillows if you prefer!

CLOTHING

CONCERT DRESS:

Camp t-shirt (provided), appropriate concert shoes (close-toed, dark shoes, no flip-flops), black or blue LONG trousers or skirts of knee length or longer (please avoid denim if possible for the concert!)

Clothing for 5 days

Walking shoes, or great sandals. (Please avoid flip-flops if possible.)

LIGHT/BREATHABLE clothing (*Please check the weather report! Plan for hot and humid!*)

Sun hat or visor, sunglasses

Light jacket/Rain apparel/Umbrella (*just in case...*)

Bathing suit, beach towel (*We hope to get to the pool!*)

Water bottle, water &/or Gatorade

Frogg toggs - chilly pad if your child is hypersensitive to heat and humidity

SNACKS!!!!!!

OTHER NECESSITIES

Personal linens if desired, huggie bears, etc.

SOAP – both hand soap and shower soap!

Deodorant!! Personal toiletries

Personal medications (*Please let us know if your child will need assistance.*)

SUNTAN lotion!! **SPF 35, at least!!**

Money for vending snacks

Cell phones and chargers as needed or allowed by parents.

Tablets or personal computers as allowed by parents.

6. Vocal Arts Camp Rules and Procedures

Please find below a summary of the School of Music/JMU approved 2024 VOCAL ARTS CAMP RULES. Adherence to all Camp Rules is vital for the success of our musical and social experiences, and will be strictly enforced.

Please read them carefully; they are binding for both you and your camper.

Please know that if there are infractions in connection with these rules, that parents will be called to take your child home from camp.

In closing, thank you for your support of Vocal Arts! We know it is going to be a wonderful, wonderful experience, both musically and personally, for your camper and your family! Please let us know if you need anything, and see you on July 16th!

Chorally yours,

Dr. Jo-Anne van der Vat-Chromy, Director

Ms. Beth Aldrich, Administrative Director

JMU Vocal Arts Summer Camp

Website address: www.jmu.edu/vocalartscamp

e-mail address: vocalartscamp@jmu.edu

Facebook: <https://www.facebook.com/JMUVocalArts>



2024 JMU VOCAL ARTS CAMP RULES & PROCEDURES

To create a successful camp experience and ensure the safety of all campers, the following regulations have been established. Be certain to review and understand all of the rules and protocol below prior to arrival at JMU.

VOCAL ARTS HEADQUARTERS/OFFICE

The JMU Vocal Arts Camp Headquarters/Office is located in Room 148 of the Music Building. Camp administrators and counseling directors staff the office during the camp day (8:30 am - 8:30 pm).

ATTENDANCE

One of the most significant Vocal Arts Camp responsibilities is punctual attendance at ALL camp sessions and events, including evening activities. If for some reason you are unable to attend, you must notify your counselor or a staff member immediately.

FIRST AID

If you need medical attention, please find a counselor or staff member immediately. They will help you get the appropriate care as quickly as possible.

NAMETAGS

Each camp participant is issued a nametag at registration. In addition to identifying that you are a participant of the JMU Vocal Arts Summer Camp, it helps you learn the names of those with whom you are working, singing, and living this week. Please wear your nametag at all times to be identified as a Vocal Arts Camper. If you lose your nametag, notify one of your camp assistants immediately for a replacement. Lastly, take advantage of those nametags in order to get to know each other!

DRESS CODE

It is imperative that campers dress appropriately for the summer weather: tennis/running shoes or appropriate sandals, light clothing, sunglasses, sunscreen, hat/visor, and rain apparel (jacket/umbrella) are recommended. **Shoes/sandals must be worn at all times!** Please remember to be respectful of other people in terms of your clothing choices; if your outfit would not be appropriate for your school requirements, it's also not appropriate for Vocal Arts Camp.

Please remember that our concert will be in the Forbes Center, and there is an expectation of proper dress for all performers. As such, **your CONCERT DRESS is our VOCAL ARTS T-SHIRT (provided)**, appropriate shoes, and black or blue long trousers (no shorts on stage!!!) or skirts of knee length or longer.

DAILY ANNOUNCEMENTS

Each morning the entire VAC Camp will come together at 8:30 - 8:45 am for a physical warm-up and daily camp announcements. These announcements will include schedule information, messages from counselors and staff, instructions or reminders from conductors, and other important camp information. Make sure to pay close attention to these announcements!

WATER BOTTLES & WATER BREAKS

Please bring a water bottle to camp! It should be kept with you **at all times and used regularly**. During the summer weather, and because many of our activities will be held outside during the heat of the day, it is imperative you use these bottles regularly during water breaks and stay hydrated. Cups are not provided, so please make sure to have a water bottle with you at all times.

CELL PHONES

Cell phones are permitted at Vocal Arts, but should be limited to keeping in touch with family at home. **During all rehearsals/sessions, cell phones should be turned off.** If you are expecting a call, plan to check your messages during the regularly scheduled breaks or meal times.

AROUND CAMPUS

While at JMU, you will certainly enjoy the beautiful campus and facilities. However, it is expected that when walking around campus (to/from rehearsals, meals, etc.), **all campers will travel in groups of three or more, in the company of a VAC counselor or staff member.** Although JMU is a safe campus, **students should never walk alone.** In addition, please be aware of the construction areas around the campus (Carrier Library) and stay away from construction areas, structures, and equipment.

AUTOMOBILES

Campers in the JMU Vocal Arts Camp may not operate vehicles on campus, except when designated as a commuter camper arriving or leaving the campus. If you brought your car to camp, you must register with one of the counseling directors and obtain an electronic parking permit. VAC campers must park only in the Warsaw Parking Deck adjacent to the Forbes Center. Failure to park in the designated areas with a registered will result in parking tickets and potential towing. If you are a high school commuter camper who is driving themselves to camp, when you arrive at the SoM building, you will drop off your keys in the Vocal Arts Headquarters, room 148 and pick them up on the way home at the end of each day.

COUNSELORS

All campers have been assigned a residence hall counselor for the week. The counseling staff will reside in the dorm on your assigned hall/floor, and they will be available at all times. Please make sure you know where to locate your assigned counselor's room. It is imperative that all campers respect the authority of the entire counseling and instructional staff of the JMU Vocal Arts Camps, as well as the faculty and staff of James Madison University.

KEYS & MEAL CARDS

All campers are issued a dorm room key (if resident) and "conference-meal" card. **Both should be kept on the VOCAL ARTS CAMP nametag lanyard with you at ALL TIMES.** The conference card acts as both a swipe card for access to the front door(s) of your assigned residence hall as well as admission to the dining halls. If your key or card is lost/stolen, you should report this immediately for replacement, and you will be responsible for the cost of the lost key (\$30) or meal card (\$10) at checkout. Lost keys/meal cards should be reported directly to a camp staff member.

DORM LOCKOUTS

ALWAYS KEEP YOUR ROOM KEY WITH YOU (even if just walking to the bathroom on your floor). If you become locked out of your room, you should contact your counselor or another staff member immediately. They will contact the JMU Summer Conferences office to let you back into your room. ***Never assume that your roommate will be in your room – always keep your key with you.***

MEALS

All campers will be able to enjoy the JMU Dining Services while on campus this week. This year, we will be dining at our amazing D-Hall, an easy walk from the School of Music and Wampler Dorm. Each meal will be served buffet-style will have several different stations with a variety of food from which you can select. Please remember, we are not the only group on campus this week, so please plan to be patient. For students with allergy concerns, food service representatives will be able to answer your questions.

SNACKS

Vending machine snacks are available for purchase in the basement of our dorm, Wampler Hall, and the School of Music. Please have small change or dollar bills available.

EVENING ACTIVITIES

A recreational activity has been planned for each night of camp. All activities are required, and the camp staff will monitor attendance.

DORM BOUNDARIES

Residential campers will be housed in Wampler Hall, directly across the Quad from the School of Music Building. Campers are expected to stay within the main living areas of your hall: dorm rooms, lobbies, lounges, and vending areas. All other areas will be off-limits. Failure to comply with this rule will result in immediate dismissal from the camp.

RESIDENCE HALL CLOSING AND LIGHTS OUT

Each night at 10:30 pm, all residence hall common areas are off limits and all campers must be in their assigned rooms. Therefore, individuals who plan to get items from the vending machines must do so in time to be in their rooms by 10:30 pm. At that time, your counselor will visit each room to make sure that all residential campers are present and accounted for.

ROOM NOISE

Please be aware that you are living in a community with other campers. Although you may be in your dorm room with the door closed, other people surround you. Please be respectful of their privacy at all times.

SMOKING & ILLEGAL SUBSTANCES

1.) Smoking is not permitted in any campus building. 2.) The possession or use of any illegal substances (drugs or alcohol) is not permitted. Individuals found in violation will be immediately dismissed from the program and reported to the appropriate authorities or law enforcement officials.

<p>VAC 2024</p> <p><i>Draft 3: Schedule</i></p> <p><i>(Please note this schedule is a draft and subject to change as designated by the VAC Director.)</i></p> <p><i>~Theme: Ad Astra – To the Stars!~</i></p>			
<p>Tuesday, July 16: SCHEDULE</p>			
2:00 pm	Residential Arrival and Check-in	Wampler Dorm	
3:00 pm	Commuters Arrivals and Check-in	Wampler Dorm	
4:00 pm	Parent Meeting at	SoM room 108	
4:20 pm	Welcome Games	SoM room 108 & Outside	
5:30 pm	DINNER	At the D-Hall	
6:30 pm	Opening Session	First Rehearsals: ROOM 108	
8:00 – 8:15 pm	FINAL ANNOUNCEMENTS	ROOM 108	
8:15 pm	DISMISSAL	Commuters Dismissed	
		Forbes Circle Warsaw Parking	
8:30 – 10:00 pm	DOWN TIME	Dorm Activity Wampler <i>(led by counselors)</i>	
10:00 – 10:30 pm	QUIET TIME	Quiet Activities: Wampler	
10:30 pm	SLEEPY TIME	Lights out: Wampler	

Wednesday, July 17 – Friday, July 19: SCHEDULE

Time	Activity	Description
7:35 am	DEPARTURE	Leave for Breakfast
7:35 – 8:25 am	BREAKFAST	At the D-Hall
8:30 – 8:40 am	Meeting/Warmup	ROOM 108
8:40 – 9:45 am	Session 1	Ensemble Rehearsal: Room 142 (SATB – Dr. V.)
9:45 – 10:00 am	BREAK	Eat a Snack!
10:00 – 10:55am	Session 2	Ensemble Rehearsal: Room 142 (SATB – Caroline/Nikos)
10:55 – 11:35 am	Session 3	A cappellas: ROOMS: 108/142 and as assigned
11:35 – 1:00 pm	LUNCH/SIESTA	D-Hall/Dorm
1:00 – 1:50 pm	Session 4	Rehearsal: Treble Tones/Low Tones: ROOMS: 108/142 (Caroline & Nikos)
1:50 – 2:45 pm	Session 5	Ensemble Rehearsal: ROOMS: 108 (MT - Nikos)
2:45 – 3:00 pm	BREAK	Drink some water!
3:00 – 3:50 pm	Session 6	A cappellas: ROOMS: 108/142 and as assigned
3:50 – 5:30 pm	Session 7	Camp Social Time <i>Wednesday: Games and fun! 108</i> <i>Thursday: Swimming Pool U-Rec</i> <i>Friday: Dress Rehearsals</i>
5:30 – 6:30 pm	DINNER	D-Hall
6:30 – 7:10 pm	Session 9	Ensemble Rehearsal: ROOMS: 108 (MT – Caroline)
7:10 – 7:30 pm	Session 10	Ensemble Rehearsal: ROOM 142/108 (SATB)
7:30 – 8:15 pm	Session 11	Camp Traditions Time <i>Wednesday: Counselor Concert 108</i> <i>Thursday: Sectionals & Group Practice, Talent Show 108 & Wampler</i> <i>Friday: Talent Show</i>
8:15 pm	DISMISSAL	Commuters Dismissed Forbes Circle Warsaw Parking
8:30 – 10:00 pm	DOWN TIME	Dorm Activity Wampler <i>(led by counselors)</i>
10:00 – 10:30 pm	QUIET TIME	Quiet Activities: Wampler
10:30 pm	SLEEPY TIME	Lights out: Wampler

Saturday, July 20: SCHEDULE	
Please dress for the concert!	
7:35 am	Leave for Breakfast D-Hall 1908
7:45 – 8:25	BREAKFAST
8:25 – 8:35	Walk to the Forbes Center
8:40 – 9:00	Warm ups in Forbes room 1115
9:00 – 12:00	Sound checks
	Return to rm. 1115 after dress rehearsals – snack break and free time
12:00 – 1:15	LUNCH
1:15 – 1:45	Vocal Warm-up and line up in rm. 1115
1:30	Doors open to public
2:00 pm	Gala Concert!
3:00 pm	Campers dismissed to their parents
	Commuter Checkout at Forbes Parking Circle
3:15 – 4:00	All dorm campers check out with counselors and turn in key. (Lost key fee) Wampler
5:00 pm	Successful completion of 2024 JMU Vocal Arts Summer Camp!



JMU VOCAL ARTS SUMMER MUSIC CAMP
TUESDAY, JULY 16, 2024: 2:00 – 3:30 pm
CAMP ‘CHECK-IN’ PROCEDURES
LOBBY OF WAMPLER HALL

TABLE 1: COMMUTER & RESIDENTAL CAMPERS

MATERIALS:

Master Check-in LISTS: ALL

TASKS:

Welcome!
Collect Final Payments if necessary
Collect Pillow Fees if necessary
Collect Extra Medical/Photo Release Forms if necessary
Direct campers to their room to unpack and make their bed!
Direct campers to the SoM room 108 for the 4:00 pm meeting

TABLE 2: CONFERENCE SERVICES

MATERIALS:

Master Check-in LISTS: ALL
Meal Cards
Room Keys
Pillows

TASKS:

Welcome!



SATURDAY JULY 20, 2024
SENIOR CAMP 'CHECK-OUT' PROCEDURES:

3:30 pm or after the concert:

ALL CAMPERS RETURN MUSIC IN FORBES ROOM 1115!

Commuter Check-out: FORBES CENTER CIRCLE DRIVE

Residential Check-out: LOBBY OF WAMPLER HALL

TABLE 1: ALL CAMPERS

MATERIALS:

Master Checkout LISTS: ALL
 Music Return

DUTIES:

Check that: Rooms emptied and cleaned
 Linens in a pile in the center of the room
 Keys, lanyards, and cards returned
 Check campers out on the Master Checklist
 Hugs goodbye!

TABLE 2: CONFERENCE SERVICES

MATERIALS:

Master Checkout LISTS: ALL

DUTIES:

Meal Cards returned: *Lost meal card = \$10.00*
 Room Keys returned: *Lost Room keys = \$25.00*
 Pillows are returned



EMERGENCY & ALERTS

DORM ISSUES

For routine dorm maintenance or other campus-related issues, call extension 83606 from a campus phone.

Lockouts:

If a camper is locked out of their room, call the Conference Services Staff at (540) 568-3606 or dial the extension 83606 from a campus phone.

This line is open 24/7.

ON CAMPUS

Blue lights are located throughout campus for your safety. Press the button located at the light and the police will immediately respond.

EMERGENCIES:

Call 540 - 568-6911 - JMU Police

Call 850-566-6714 - Dr. V.

Call 757-913-4459 – Beth Aldrich

Call 911 for immediate medical assistance.

JMU Incident Report Form

Please complete the following information within 48 hours of any incident involving injury to or affecting the health or safety of a participant.

If there are any witnesses involved, please obtain a statement from each individual indicating his/her recollection of the incident.

Upon completion of this form, please forward a copy to the JMU Conference Services.

Camp/Program Name: _____

Counselor/Reporting Party: _____

Email: _____

Telephone Number: _____

Date of Incident: _____

Time of Incident: _____

Location of Incident: _____

Injured/Involved Parties: _____

Address: _____

Telephone Number: _____

Email: _____

Parent/Guardian Name: _____

Injured/Involved Parties: _____

Address: _____

Telephone Number: _____

Parent/Guardian Name: _____

Description of Incident: _____

Did University Police respond? Yes No

If Yes: Officer Responding: _____

Incident Report Number: _____

Did Anyone Receive Medical Attention? Yes No

If Yes: Where: _____

Transport Provided By: _____

Witness(es): (Please note the name and contact information for any witnesses to the incident.)

Name: _____ Telephone Number: _____

Address: _____

Name: _____ Telephone Number: _____

Address: _____

Name: _____ Telephone Number: _____

Address: _____

SIGNATURES:

Camp Counselor/Sponsor _____

Date: _____

Camp Director _____

Date: _____

