



Band Handbook
2022-2023

TABLE OF CONTENTS

LETTER FROM THE DIRECTOR	3
PHILOSOPHY	4
OBJECTIVES	4
LMS PERFORMING ENSEMBLES	4
BAND ROOM RULES	5
CLASSROOM AND REHEARSAL EXPECTATIONS	5
CONSEQUENCES	6
REQUIRED CLASS MATERIALS	6
GRADES	7
PRIVATE LESSONS	7
REHEARSALS AND PERFORMANCES	7
ABSENCES	8
CONCERT ATTIRE/UNIFORMS	8
SCHOOL INSTRUMENT RENTAL	8
INSTRUMENT STORAGE	9
LOST OR STOLEN INSTRUMENTS	9
BROKEN INSTRUMENT POLICY	9
PERFORMANCE OPPORTUNITIES AND EVENTS	10
HOW PARENTS CAN HELP	11
BAND HANDBOOK CONTRACT	11
SOCIAL MEDIA	11

LETTER FROM THE DIRECTOR

Dear Longleaf Band Family,

Welcome to the 2022-2023 school year and thank you for being a member of the Longleaf Middle School Band Program! Studying music can contribute in a unique way to the overall development of young people. In addition to musical skills, your child will learn discipline, time management, commitment, and many other life skills. Together with your child, your investment of time and effort will produce a lifetime of wonderful memories and enjoyment of music.

The Longleaf Middle School Band Handbook is designed to be a resource for parents/guardians, students, and the director. It contains information about required materials, expectations, and many other items. Parents/guardians, please read the information and go over it with your child. Afterwards, electronically sign the [Longleaf Middle School Band Handbook Contract](#) acknowledging that you and your child understand the policies and expectations of the program. *Please note that this form can only be submitted once from your child's Chromebook!*

I am looking forward to an extremely successful and rewarding year! Please feel free to contact me if I may be of any help, or address any concerns you may have. I am honored to be your band director, and I look forward to working with you and your students this year at Longleaf Middle School.

Sincerely,



Elliott Stewart

Director of Bands

Longleaf Middle School

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Follow us on social media!



PHILOSOPHY

The band program at Longleaf Middle School strives to create an environment conducive to stimulating creativity and positive attitudes about the performance and enjoyment of music. This three-year program will foster a basic understanding and appreciation for music and provide the necessary skills for students to continue band through high school and beyond. Music performance in a group setting develops self-esteem, discipline, leadership, and personal responsibility. The Longleaf Middle School band program is designed to continuously develop these character traits in its members.

OBJECTIVES

- To provide each student with a comprehensive music education.
- To teach the skills and attitudes necessary to succeed as a young musician and as a young adult.
- To benefit the school and community through the performance of quality music.
- To promote a positive group experience through camaraderie, integrity, and pride.
- **LEAP** for success by **L**eading by example, **E**xercising good judgment, **A**chieving excellence, and **P**articipating responsibly.

LMS PERFORMING ENSEMBLES

6th Grade Band

- This band consists of all 6th grade students. This band will perform at the Winter concert and Spring concert.

7th Grade Band

- This band consists of all the 7th grade students. This band will perform at the Winter concert, Spring concert, and the 8th grade promotion ceremony. Other performances **may** include the Veteran's Day Assembly and the Black History Month Assembly.

8th Grade Band

- This band consists of all the 8th grade students. This band will perform at the Winter concert and Spring concert as well as Veteran's Day Assembly and the Black History Month Assembly.

Longleaf Middle School Performance Band (spring only)

- This band consists of select 7th and 8th grade students at the discretion of the director. This ensemble will perform at the SCBDA Concert Performance Assessment, the SCBDA State Concert Festival (if we qualify), the Pre-CPA Concert, a possible music festival in or out of state, and our annual Spring concert.

Jazz Band

- Jazz band is new to LMS and will start in October, 2022. This group will be audition-only and will meet twice a week after school. They will learn various jazz styles and will perform at the Winter and Spring Concert, as well as special events throughout the school year.

***Disclaimer:** Information will be updated as needed and is subject to change.*

BAND ROOM RULES

Note: All rules and expectations are designed to ensure the safety of students, protect and maintain the reputation of the organization, and allow the organization to meet its objectives.

Band students must adhere to the following:

- **B**e respectful to everyone and everything.

This includes all teachers, guests, each other, the band room, and any instruments and equipment.

- **A**ccept responsibility for your actions, your learning, and the learning environment.

Pay attention in class and actively participate. Practice at home regularly. Keep the band room clean and notify the director if non-band students are in the band room.

- **N**o touching things that don't belong to you.

Keep hands off instruments and equipment not assigned to you, the director's podium, and each other. Parents will be held financially responsible for the repair or replacement of damaged items by their student.

- **D**o your best on everything!

Be prepared with your instrument and materials. Come to class with a positive attitude, and ready to learn!

CLASSROOM AND REHEARSAL EXPECTATIONS

Band students are expected to:

- Use the restroom before or after class and rehearsal.
- Be on time to class and rehearsal, and enter the band room quietly and refrain from horseplay.
- Bring the required materials to every class and rehearsal, and assemble instruments when told. Instruments will be placed back in the storage room on the designated shelf at the end of class and rehearsal.
- Follow directions given by the director immediately, and do not talk during instruction.
- Show proper care and respect for the band room. This includes (but not limited to) setting up the band seating area, stacking chairs and stands, and removing items from the floor. This also includes not having food, candy, gum or drinks in the band room.
- Show proper care and respect for band property. Never handle any electronic equipment, percussion equipment, or instruments other than your own without instruction from the director.
- Instruments should be taken home after each school day. Richland School District Two, Longleaf Middle School, nor Mr. Stewart will accept responsibility for the damage, loss, or theft of any instrument left overnight in the band room.

Disclaimer: Information will be updated as needed and is subject to change.

CONSEQUENCES

Offense Levels

- 1st Offense – Verbal warning
- 2nd Offense – Verbal reminder and conference after class
- 3rd Offense – Email, phone call, or parent or guardian conference
- 4th Offense – Lunch detention
- 5th Offense – Discipline referral
- 6th Offense – Removal from the band program (subject to administrator approval)

Methods of Remediation

- Lunch detention → Band room clean-up
- Behavior email to parent/guardian
- After-school detention

Note: Severe or habitual misbehavior may result in ineligibility for performances, field trips, and other special events and activities. Extreme discipline problems will warrant automatic referral to the administration.

REQUIRED CLASS MATERIALS

6th Grade

- 1" three-ring binder with 25 plastic sheet protectors and notebook paper
- Pencils (used in class every day)
- Instrument with appropriate accessories (Please wait to purchase until instrument assignments have been given out)
- *Standards of Excellence* Book 1 for your instrument (Please wait to purchase until instrument assignments have been given out)

7th Grade

- 1" three-ring binder with 25 plastic sheet protectors and notebook paper
- Pencils (used in class every day)
- Instrument with appropriate accessories
- *Standards of Excellence* Book 1 for your instrument (used in 6th Grade)
- *Standards of Excellence* Book 2 for your instrument
- *Habits of a Successful Middle School Musician* by Scott Rush for your instrument

8th Grade

- 1" three-ring binder with 25 plastic sheet protectors and notebook paper
- Pencils (used in class every day)
- Instrument with appropriate accessories
- *Traditions of Excellence* Book 2 for your instrument (used in 7th Grade)
- *Standard of Excellence* Book 3 for your instrument
- *Habits of a Successful Middle School Musician* by Scott Rush for your instrument

Disclaimer: Information will be updated as needed and is subject to change.

GRADES

The LMS Band Program's grading rubric will be based on the South Carolina State Standards for Music and the Richland Two curriculum guidelines and content. Quarterly grades will be averaged between major and minor assignments. Band grades are divided into four areas:

- 1) **DAILY PARTICIPATION (Minor assignment)** – Students will receive weekly grades for having their instruments in working condition and all needed accessories (reeds, pencils, music, etc.). Students must have everything they need at the beginning of class to receive full credit.
- 2) **TESTS & QUIZZES – WRITTEN / PLAYING (varies per assignment)** – Tests and quizzes that are given throughout the year are graded in this category. Quizzes may be unscheduled (pop quiz). **On the day of a playing test, students whose instruments were left at home will receive a zero.** This system is designed to develop the character traits of accountability, integrity, and hard work within students.
- 3) **CLASSWORK/HOMEWORK (Minor assignment)** – Classwork may consist of worksheets done in class. Homework may consist of completing worksheets and interactive activities. Students will also be expected to listen to recordings of professional musicians and critique the performance.
- 4) **REHEARSAL/CONCERT ATTENDANCE (Major assignment)** – Students must attend mandatory rehearsals and performances.

Students who do not maintain a grade of at least a 70 by the end of the year will not be allowed to return to band the following school year.

The time spent playing in class is not sufficient for students to progress at the rate to produce quality performances. Students should set aside 15 – 30 minutes a day to review material covered in class and practice assignments given for homework. For this to happen, students must be in the habit of taking their instrument home every day. Students should also bring their instrument to class daily. Failure to do so will result in a lowered daily participation grade.

PRIVATE LESSONS

Private lessons are the best way to improve performance skills on a musical instrument. The one-on-one approach allows the student to benefit from the individual attention that cannot be matched in a large classroom setting. A recent survey of students in the South Carolina All-State Band revealed that 80% of those students studied privately. Please check the [band website](#) for a suggested list of private lesson instructors, or contact Mr. Ivey for more information.

REHEARSALS AND PERFORMANCES

The Longleaf Middle School Band Program tries to have minimal before and after-school rehearsals, but these rehearsals are critical to our success as a band. They are also **mandatory** for your child to participate in performances. If you are unable to attend a rehearsal, please communicate with the director.

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All band students **must** attend the Winter and Spring concerts. Unexcused absences from these performances **will result in a grade of a zero**. Rehearsals and performances are planned in advance so that you can plan accordingly. Parents are expected to pick up their child no more than **15 minutes after the conclusion of any band event**.

ABSENCES

Missed rehearsals or performances will only be excused with **prior** written notification. Parents must submit a written notice (email or letter that is dated and signed) to the band director at least **48 hours in advance**. In the event of an emergency, a written notice must be provided within 24 hours of the student's return to school.

Students who have an unexcused absence for a rehearsal or performance **will result in a grade of a zero**. Furthermore, unexcused absences will affect the student's ability to participate in performances, field trips, and other special events and activities.

Examples of excused absences:

- Illness (excused only with doctor's note)
- Death in the family
- Recognized religious holidays (based on the student's proper notification)
- Conflicts with other school activities (based on the student's proper notification and attempts to resolve the conflict)

CONCERT ATTIRE/UNIFORMS

The LMS Band will always pride themselves in their performances and appearance. It is for this reason that we have a strict dress code. All students **must** purchase the band polo from the band program. If students do not have the correct uniform, they will not be allowed to perform.

<ul style="list-style-type: none"> ● Solid black dress shirt/blouse ● (Optional) Solid black dress ● Solid black dress pants/slacks/skirt ● Solid black belt (if there are belt loops) 	<ul style="list-style-type: none"> ● Solid black socks ● Solid black closed-toe dress shoes
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SCHOOL INSTRUMENT RENTAL

Only students selected to play the oboe, bassoon, French horn, baritone/euphonium, or tuba may rent an instrument from the school. Students who use school-owned instruments **must** pay an instrument rental fee. This fee is used to cover basic instrument maintenance and repairs that may be needed.

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Students who play a school-owned instrument will be charged **\$50** to cover the school year. An additional \$25 will be charged if renting for the summer.

Note: *Parents and students renting a school instrument are required to read and sign the Rental Agreement Contract prior to an instrument being issued. Rental fees can be paid through Parent Portal. Parents and students are financially responsible for any damage done to an instrument that is above normal wear and tear. If you notice a problem when you initially receive a school instrument, please notify the director **immediately** to avoid being held responsible.*

INSTRUMENT STORAGE

Each student will be assigned a storage place for their instrument. It is the student's responsibility to store their instrument in the correct location. Personal instruments should have a luggage tag with the first and last name clearly marked on the case. Please be mindful, if a student leaves their instrument in the storage room, they are leaving it at their own risk. **Richland School District Two, Longleaf Middle School, nor Mr. Stewart will accept responsibility for the damage, loss, or theft of any instrument left overnight in the band room.** For this reason, students are strongly recommended to take their instrument home every day.

LOST OR STOLEN INSTRUMENTS

Each parent and student is responsible for recording the instrument's serial number, and each student is responsible for making sure their instrument is taken home at the end of the school day. Parents who rent their child's instrument from a music store or from the school instrument inventory are strongly encouraged to purchase insurance on that instrument. Parents who purchase an instrument are recommended to check with their homeowner's insurance policy regarding potential loss or theft of that instrument.

If an instrument is lost or stolen:

- 1) Obtain the make, model, and serial number of the instrument.
- 2) Contact Mr. Stewart immediately and provide the make, model, and serial number of the instrument.
- 3) Determine where your child last saw the instrument.
- 4) Upon teacher request, file a report with the school resource officer.

BROKEN INSTRUMENT POLICY

If your child's instrument is broken, Mr. Stewart will need a note (email or letter that is dated and signed) from a parent or guardian indicating the music store and date the instrument was taken to get repaired. **Please keep your instrument mouthpiece.** Mr. Stewart **may** have a loaner instrument for use until the instrument has been repaired. If no loaner is available, the student is required to follow along during band class. Failure to follow along will result in a grade reduction and disciplinary action.

Disclaimer: *Information will be updated as needed and is subject to change.*

PERFORMANCE OPPORTUNITIES AND EVENTS

PEP BAND (7th and 8th Grade Students)

- We are in the process of performing at one basketball game. We will perform in the stands during the basketball game and play upbeat music to cheer on our Longleaf Leopard basketball team. More information to come!

DISTRICT HONOR BAND (8th Grade Students Only)

- This ensemble is open to students by audition only. The auditions take place in November, and the clinic occurs in December. Students are responsible for their own transportation to the audition. The event culminates with a concert that is open to the public. If a student auditions and achieves membership in the District Honor Band, they **must** fulfill the obligations of membership.

REGION BAND (7th and 8th Grade Students Only)

- The Region Band is a group of students selected by audition from the Midlands of South Carolina. Auditions for Region Band are typically held in mid-January, at Blythewood High School. Students are responsible for their own entry fees and transportation to and from the audition. The event culminates with a concert in late-February. Participation is an honor, but also an obligation. If a student auditions and achieves membership in the Region Band, they **must** fulfill the obligations of membership.

ALL-STATE BAND (7th and 8th Grade Students Only)

- The All-State Band is a group of students selected by audition from all over South Carolina. Auditions for Region Band are typically held in late-January, at Lexington High School. Students are responsible for their own entry fees and transportation to and from the audition. The event culminates with a concert in mid-March. Participation is an honor, but also an obligation. This is the highest honor band a student can reach in the State of South Carolina. If a student auditions and achieves membership in the All-State Band, they **must** fulfill the obligations of membership.

CONCERT PERFORMANCE ASSESSMENT (Longleaf Performance Band members)

- This is an event where bands are evaluated based on their live performance of prepared music and sight-reading. The South Carolina Band Directors Association sponsors the Concert Performance Assessment and attendance is required for all students who are members of the Honor Band. The event is typically held in late-March.

SPRING TRIP TO CAROWINDS MUSIC FESTIVAL (Longleaf Performance Band members, 7-8 grades)

- We are in the works of taking a spring trip in March, 2023 after CPA. This trip will depend on many factors: availability of students, overall student behavior, preparation of concert music, and funds raised. We will make the final decision in January, 2023

SOLO & ENSEMBLE FESTIVAL (Select students, all grades)

- Solo & Ensemble will take place in late April or early May at Dutch Fork High School. Students may play individually (solo) and in small groups (ensemble) for ratings and earn medals. Students are responsible for their own entry fees, transportation, and accompanist. Registration information will be available in the second semester.

MUSIC DEPARTMENT SPRING TRIP TO CAROWINDS MUSIC FESTIVAL (6th Grade Students only)

- All 6th grade music students will have the opportunity to participate in our annual Carowinds trip in May, 2023. Mr. Stewart has the right to accept or deny students attending the trip based on behavior and/or grades.

HOW PARENTS CAN HELP

In General

- 1) Show a genuine interest in your child's musical experience.
- 2) Check the band website regularly, and read the emails sent by the director.
- 3) Be very careful with instruments; repair costs are expensive.
- 4) See that your child takes their instrument and materials to school every day and brings them home every day.
- 5) Make sure your child is picked up immediately following rehearsals or performances.

At Home

- 1) Make sure your child is practicing regularly, and ensure they submit their practice log.
- 2) Help with practice by listening when asked.
- 3) Devise a reward system for daily practice.
- 4) Encourage your child to play for others when opportunities arise (ex. church, school, and community).
- 5) Secure a safe place to store the instrument.

At School

- 1) Encourage your child to keep up with academics inside **and** outside of band.
- 2) Notify the director if your child is going to be absent for a rehearsal or performance.
- 3) Attend parent-teacher meetings.
- 4) Volunteer for booster club activities and other parent committees.
- 5) Turn in any required forms, fees, and fundraising money on time.

BAND HANDBOOK CONTRACT

To view and sign the *Longleaf Middle School Band Handbook Contract*, please visit:

[LMS Handbook Contract](#)

SOCIAL MEDIA 2022-2023

Want to stay informed and know what we are doing in class?

Follow the LMS Band on Instagram **@Longleaf_Band**.

To find more information about the LMS Band, check out our band website at:

www.longleafband.weebly.com