

LIVE OAK RIDGE MIDDLE SCHOOL BAND HANDBOOK 2023 - 2024

August 2023


Hello Live Oak Ridge Middle School Band Parents & Students!!

Welcome to a new school year. Here is the handbook which explains the Live Oak Ridge Middle School Band policies and expectations. We would like you to read the handbook, fill out & sign the last few pages, and return it to the band hall by Friday, September 1st. That will make certain that every student has completed all the paperwork that is needed to participate in our band activities for this year.


We would like to invite Parents to get involved with the LORMS Band Program! Your help is needed for us to do some activities and supporting your student will help in their success in band. All notices that are sent home will be emailed to the email address that is provided.

I will attempt to return emails and phone calls (at 254 - 336 - 2513) as soon as possible. Below, is my school email address and my signature. If you call the band hall, PLEASE leave a message; sometimes, we cannot hear the phone ring when the band is playing.

Thank you very much!



Mr. Rodney Howell
Live Oak Ridge Middle School
Director of Bands
rodney.h.howell@killeenisd.org



Mrs. Stidom
Live Oak Ridge
Middle School Principal

I. BAND CLASSES

There are several Band classes at Live Oak Ridge Middle School:

1. Symphonic Band – a class of 7th & 8th grade students who have played for one or two years. These students are placed based on their playing ability, behavior, work ethic, and academic grades. This is the varsity competing group, which often requires extra rehearsal outside of band class. Students who do not pass their classes, and/or have discipline issues, may become ineligible to perform and may be removed from the group.

2. Concert Band – a class of 7th & 8th grade students who have played for one or two years. These students will perform concerts. For competition, these students may be moved into the Symphonic Band. More fundamental instruction is used in this band to improve each student's skill.

3. Beginning Band – is divided into 4 classes which are separated by instrument groups of 6th, 7th, and 8th graders. These are students who have received little or no instruction on instruments. The students will be able to play a Christmas concert and a Spring concert. Beginning students will also have the opportunity to participate in Solo & Ensemble and be able to audition for the KISD All-Star Beginner Band.

4. Spirit Band – is a select group of 7th & 8th grade students. This group will have the opportunity to perform at some evening football games, pep rallies, and concerts. A schedule of performances and guidelines for participation will be sent out soon.

5. Jazz Band – is a group which will begin to meet after school in the Fall. There will be trumpets, saxes, trombones, drum set, piano, and electric bass guitar. These students will be selected to explore the challenges of Jazz Music.

II. EXPECTATIONS

A. **Materials/Supplies.**

Each student is responsible for having their instrument, reeds, mouthpieces, mallets, drumsticks, music folder and pencils in class every day. **Each student should also have a separate 3 ring Black notebook (binder) to hold the music.** There is a separate list of what is needed for each individual instrument. Mr. Howell is available to discuss any concerns. Students who do not have their instruments and class materials will have points deducted from their participation grade. If the instrument is in the repair shop, the student should bring a parent note for the Band Director.

B. Outside Practice & Sectionals.

Band students will need to practice the instrument outside of the band class. Each student should practice at least **15 – 30 minutes** every day. Students will be graded on their improvement in playing the instrument. **All students need to practice.** On most days, the band hall is available for student practice before and after school. **Sectionals** are mandatory, scheduled practices for a specific group of students that are guided by the Band Director and/or other music educator. When the Band Director is absent or has a duty station on campus, the band hall will be closed during that time.

C. Band Hall Behavior and Rules.

Band students want to learn. They can expect a disciplined and orderly environment. We will not tolerate any student preventing us from teaching or interfering with another student's desire to learn. Students who misbehave in the Band Hall will earn STEPS, detention, referrals, or other teacher assigned consequences. Severe or repeated unacceptable behavior may result in removal from the band program.

Band Hall (Classroom) Rules

1. Follow all instructions given by the Band Directors.
2. Speak and play only when asked to do so.
3. Keep hands, feet, and instrument to yourself.
4. Do not abuse (break) band equipment.
5. Be polite to other people.
6. Always perform to the best of your ability.
7. No food or drink in the Band Hall!!!

D. Discipline.

We will follow the LORMS Discipline Plan.

III. GRADING POLICIES

All grades will be determined according to the guidelines established by the Texas Board of Education. Students will receive grades for work done in class as well as co-curricular performances. Grades for each student will reflect daily preparation, performance of assigned music, outside practice, sectional rehearsals, and concerts. Extra credit will be given for attendance at extra rehearsals. **Evening concerts are graded as 9-week tests.**

IV. ELIGIBILITY

In order to participate in some band events, Texas law requires each student to earn 70 points or above in all their classes. If the student gets 69 or below as a grade on his report card, that student becomes ineligible. Incomplete grades because of student illness will be individually considered. Grades are checked several times during the year; the Band Director may have ineligible students do alternate assignments during class while the others are playing. Ineligibility in another class will not cause a student to fail band,

but only prevents he or she from participating in certain events. The Band Director will help students monitor their progress.

V. ATTENDANCE

Band Members who meet Texas Educational Agency and UIL eligibility requirements **ARE EXPECTED TO ATTEND ALL CONCERTS, CONTESTS, AND OUTSIDE REHEARSALS FOR THE LORMS BAND.** According to KISD Policy, grades will be given for participation in events outside the school day. A written excuse, signed by the parent or legal guardian, for absences should be given before the concert. If that is not possible, the written excuse should be sent the next day. **Absences will be excused at the discretion of the Band Directors.**

VI. UIL CONCERT & SIGHTREADING CONTEST

This is the most important activity that the Live Oak Ridge Symphonic & Concert Bands do for the entire year. Three Veteran Band Directors listen to our band perform while they read a copy of our music. During Sightreading Contest, the Band Director has 7 minutes to teach the band new music without the students playing a note; then, the band plays the music one time as three Band Directors judge while reading the music. A practice concert – Pre UIL-Concert – will be given at Shoemaker High School in February. The UIL Concert is held to a higher standard than for a regular concert. Each student must be able to play each note correctly with a good tone, in correct rhythm, in tune to the other players, with the right balance. So, each student will have to individually play the music for the Band Director. This audition is called **Contest Playoffs**. Students, who cannot play the music correctly, will not be participating in the contest. More details about this audition will be available in January. Mr. Howell is available to discuss any questions that Parents may have.

VII. BEGINNING BAND

Helping a new student choose the appropriate instrument is a detailed process. Several things must be considered. Will the student be using a school instrument or his own? Does the student already have an instrument at home? Does the student have knowledge about all instruments? Are the student's hands, feet, fingers, teeth or lips a hindrance to playing an instrument? Are there enough of each instrument to make the band sound well? During class, each student will be able to play on each instrument. Mr. Howell may contact parents and students to schedule appointments before or afterschool to help facilitate instrument selections. Then, after all of these factors have been considered the Student, Parents, and Band Directors will choose the instrument. **Students WILL NOT be allowed to change instruments during the year;** the student must make this commitment in order to learn to play the instrument. Sometime during the first year, each student realizes that playing an instrument requires much effort. Some students will have difficulties while others will excel in music.

Students will need to purchase, rent, or Rent-to-Own the following instruments: **Flute, Soprano Clarinet, Alto Saxophone, Trumpet, Trombone, or Percussion (Drums)**

A LIMITED number of these instruments may be available for rental from KISD:

Oboe, Bassoon, Tenor Sax, Baritone Sax, French Horn, Baritone (Euphonium), and Tuba.

Want to play Percussion?

Many students who join Beginning Band want to play drums. Percussion, which is drums & mallets, has several requirements –

1. Students will learn all percussion, which are drums and mallets.
2. To qualify for percussion, each student must score 5 on both snare drum and Xylophone tryouts. During class, the Percussionists will learn both.
3. Percussion students must be able to purchase all the equipment - Bell kit, books, stick bag, sticks and mallets. Killeen ISD does not provide these.
4. Students will not be allowed to switch from another instrument to percussion.

If there are too many students playing percussion, they will be bored since there are only a few instruments available. While the Band Director works with other students, many of these students will have to sit quietly for a long time.

So, we like to have Percussionists who can work independently on several instruments during class. Our expectations are higher for these students.

All students will have to get supplies for the care and maintenance of the instrument.

Each student will be given a list of the supplies needed for class. Each student will be issued a locker with a combination lock in which to store the instrument. Regular classrooms and school lockers are NOT safe to store instruments. Instruments should not be left in restrooms, hallways, or the cafeteria at any time. The **Killeen Independent School District is not responsible for any instrument lost or damaged on school property.** The Parents should seek liability insurance to cover the instrument. Often Homeowners Insurance will insure privately owned instruments. Normal wear and tear repairs on school-owned instruments will be repaired by KISD. Malicious or excessive damage will be repaired at student cost. Several instruments cost thousands of dollars, so let's be careful! Mr. Howell is available to discuss financial matters.

VIII. TRAVEL POLICY

During the year, several performances will take place away from Live Oak Ridge Middle School. Students must be passing all classes in order to participate.

1. Students will remain on the bus until instructed to leave.
2. Students will be assigned seats (KISD Policy).
3. Students are responsible that music and instruments are on the bus.
4. All students will travel to and from the performance on the bus.
5. Proper behavior is expected on all school – sponsored trips. horseplay and screaming will not be tolerated. Inappropriate conduct or reckless behavior will result in **disciplinary action and/or removal from band**.
6. All Chaperones will be obeyed without question or comment.

IX. FUNDRAISING

Live Oak Ridge Band needs to do some fundraising this year. This will allow our students to do more of the fun things throughout the year. There are many things which the students would enjoy doing; however, there are transportation costs, entry fees, and other costs which must be paid. Mr. Howell will get information to the band parents as soon as fundraising details are finalized.

X. STUDENT PICK UP

All band students are expected to be picked up within 15 minutes after an event. If a problem should arise, please contact the band director as soon as possible. Our OFFICIAL pick-up area is the front door of Live Oak Ridge MS. All students must exit the building from that door and will have to be cleared by the Band Director or a chaperone before leaving. A student will be cleared when a parent or guardian requests that their student's name be checked off on the attendance roster by the Band Director or other chaperone.

XI. OTHER

A. **Band Dues**

Each student will need to pay a \$10 band fee. This fee gives students access to band events such as pizza parties, game nights, etc. **The dues are not associated with the end of the year trip.** Students will need to fundraise to cover those costs for the end of the year trip. More details will be sent out concerning that trip.

B. **Band Shirt & Concert Attire**

- Students will be able to purchase a Lobos Band Shirt. The band shirt will be worn when band students perform for non-concert school events such as, pep rallies, special programs, sports events, field trips, recruitment tours, and Spirit Spectacular.

- Symphonic & Concert Band students need to have a button-up long sleeve, solid white shirt or blouse and black FORMAL pants or dress. Black socks and shoes complete the performance uniform and black ties will be issued to students by the Band Director. Beginning Band students will wear business casual attire. For example, students should wear something that they would wear to a wedding, award ceremony, or church. NO BLUE JEANS, TENNIS SHOES, HOODIES, ETC.

C. Announcements

During the year, information will be announced in class. We will attempt to email all information to parents who supply email addresses. If you have any questions, please feel free to email or phone the Band Directors. A calendar for your refrigerator will be sent as soon as all the dates are set.

D. Continuing in Band Next Year.

Band is a class which many students take for several years. Each year, the Band Director chooses which students will continue in the Symphonic (Varsity) and Concert (Non-Varsity) Bands. Most students who would like to continue in band are encouraged to do so. Here are some circumstances which would prevent a student from continuing in band:

1. Unexcused absence from any Band Performance.
2. Continuing disruptive behavior in class. (Steps and referrals)
3. Stealing items from the Band Hall.
4. **Intentionally** misusing or breaking a school or student owned instrument.
5. Unacceptable behavior at a Band afterschool and/or off campus event.

Contact Mr. Howell with all questions or concerns!

Please sign and return the last following pages:

- Acknowledgement Page
- Student Participation Policy
- Medical Emergency Form
- Permission to Photograph, Videotape, and Interview Students Form
- Student Random Drug Testing Policy

THANK YOU!

Live Oak Ridge Middle School Band Acknowledgement Page

As a student in the Live Oak Ridge MS Band Program, I acknowledge and understand the policies outlined in the band handbook. I understand what is expected of me and what is required to participate in this program.

Student Signature

Date

As the Parent or Legal Guardian of the above-named student, I also acknowledge and understand the policies outlined in this handbook. I will help my child to meet the expectations of this band program.

Parent / Guardian Signature

Date

**KILLEEN INDEPENDENT SCHOOL DISTRICT
STUDENT PARTICIPATION IN SECONDARY
MUSIC, THEATER, AND DANCE**

1. Students shall receive grades for participation in all curricular performances which involve their class, including those performances which take place outside the normal school day.
2. Students will be excused from participation in curricular performances in the event of personal illness, family emergency, or dangerous travel conditions. Students will be expected to notify their teachers in advance of all absences from performances. In the case of a sudden emergency which makes prior notification impossible, a letter from the parent explaining the circumstances must be sent with the student upon return to school. A determination will then be made whether the absence from the performance is to be excused.
3. Curricular performances are summative graded activities. Students who have an unexcused absence from a curricular performance will receive a "zero" for that graded activity, which will be counted as a maximum of 20% of the overall grade for the nine weeks.
4. Students will be expected to participate in all extra-curricular activities of the organization of which they are members. Students will be provided information regarding specific criteria for these performances from the performing organization to which they belong.
5. Students who are habitually absent from extra-curricular activities for unexcused reasons or due to ineligibility may, at the director's discretion, be moved to a lower performing group at the earliest possible time this can be scheduled. Students may be removed from the program at the end of a semester if they are unable or unwilling to participate in curricular and/or extra-curricular activities or are ineligible because of grades on a continuing basis.
6. Directors may make additional requirements of students in regard to dress, grooming, behavior, and preparation for performances.
7. At the beginning of the school year, students and parents will receive a calendar of rehearsals and performances which have been scheduled at that time.
8. Each student enrolled in secondary instrumental or choral programs will be provided a letter (Exhibit A) and an acknowledgment (Exhibit B) to be signed by his/her parent or legal guardian and returned to the instrumental or choral director.
9. Instrumental program directors will provide a secure area for storage of personally owned or rented instruments; however, KISD assumes no liability for personally owned or rented instruments that are lost, stolen, or damaged and is not responsible for maintenance and/or repairs.

10. Students, using school owned instruments, and their parents must sign a KISD Instrumental Loan Agreement Form (Exhibit C) each school year, prior to receiving the instrument. A copy of this form must be kept on file with the instrument director.
11. KISD will assume costs of normal maintenance of school owned instruments; however, should a school owned instrument be damaged or lost as the result of negligence or misuse by a student, the student will be held responsible for repair or replacement. Students are not to arrange for repairs of school owned instruments independently. All repair of school owned instruments should be the responsibility of the instrumental director.

DATE: September 2019
February 2012

CONTACT: Director for Fine Arts

**Killeen Independent School District
Parental Response to
Secondary Band / Choir Participation Policy**

Name of Organization: Live Oak Ridge Middle School Band

Name of Student: _____

I have read the policies regarding my child's participation in co-curricular and extra-curricular performances with the campus organization as outlined above, and I agree to this as a condition for enrollment of this student in that course. I further agree to make every effort to see that my child attends all performances that are required for participation in the program.

Parent or Guardian

Date

LIVE OAK RIDGE MIDDLE SCHOOL BAND
MEDICAL EMERGENCY FORM
August 2023 – June 2024

Name _____ Grade _____

Address _____

E-mail _____ Student Date of Birth _____

Home Phone: _____ Cell Phone: _____

Father's / Guardian Name: _____

Work Phone: _____

Mother's/ Guardian Name: _____

Work Phone: _____

List the name of another local person who may be notified if student's parents are not available at the time of an emergency.

Name: _____

Address: _____

Phone: _____

In the event of an emergency, if immediate care is needed and none of the above can be notified or contacted, I give my permission for Live Oak Ridge MS Band Staff or designated chaperone to secure emergency medical attention for the above-named student.

Parent/Guardian Signature _____ Date _____

List Student's disabilities or allergies:

List all medications student takes on a regular basis.



STUDENT MEDIA RELEASE

Dear Parents/Guardians,

Many opportunities will arise during the course of the school year to showcase the talents and accomplishments of students. Our district is blessed to have a number of outlets including local television stations, our own district-operated cable TV channel, social media channels, district publications and website. Of course, our wish is that all students and their work can be highlighted but we understand that parents might have reservations about their children appearing on some of the outlets available to us. Requests can vary from a photo only to being videotaped and interviewed.

With prior parental permission only, our KISD communications department and other media like to mention the name of students who appear on shows that air and are published in newspapers and magazines. Some of district publications mention students by name, as well.

I am the parent/guardian of _____
and agree to indemnify and hold harmless the Killeen Independent School District, its agent, trustees, employees and volunteers from any and all damages, injuries, or causes of action, which may result from the photography of my child or the publication thereof.

Please check one of the following choices:

☐ I DO grant permission for still photos, videotape or interviews with my child to be used by the Killeen Independent School District for publications, newspaper and television news (local and national) stories and on the KISD website.

☐ I DO NOT grant permission for still photos, videotape or interviews with my child to be used by the Killeen Independent School District for publications, newspaper and television news (local and national) stories and on the KISD website.

Please clearly print the below information in the event your child is featured:

Student First Name _____ Student Last Name _____

Student ID Number _____ Grade _____ Teacher _____

Parent Name _____ Phone Number _____

Parent Signature _____ Date Signed _____

APPENDIX B

KILLEEN INDEPENDENT SCHOOL DISTRICT STUDENT RANDOM DRUG TESTING CONSENT FORM FOR EXTRACURRICULAR ACTIVITIES OTHER THAN ATHLETICS

The Student Random Drug Testing Policy is available via the Internet. It may be found at the KISD web site (killeenisd.org). Click on Students and Parents; Student Random Drug Testing Policy. If you do not have Internet access, or if you wish to have a hard copy of the Student Random Drug Testing Policy, you can request a copy directly from your student's Campus Drug Testing Coordinator.

TO BE COMPLETED BY THE STUDENT

I understand the KISD policy concerning student random drug testing for school year _____. I consent to being included in the group from which students may be randomly selected for drug testing.

Student Name (PRINT) _____ ID# _____

Signature of Student _____ Date _____

TO BE COMPLETED BY THE PARENT/GUARDIAN

I am the parent or guardian of the above named student and understand the KISD policy concerning student random drug testing for school year _____. I give consent for my son/daughter to be included in the KISD student random drug testing. I further understand that if my child is 18 years old, my consent is not required.

OPTIONAL (Providing the following information about prescriptions is optional)

Parent: If my child is taking a prescription medication on a regular basis, I have checked YES, below.

YES _____ NO _____

18 year old student: If I am taking a prescription medication on a regular basis, I have checked YES, below.

YES _____ NO _____

Signature of parent/guardian or 18 year old student consenting to random drug testing:

Date _____

HIGH SCHOOL STUDENTS: Athletes: This form is to be used only if you have not completed the consent form given to you by your trainer or coach. Return signed form to your trainer. Students in other extracurricular activities: Return signed form to your Campus Drug Testing Coordinator at the beginning of the school year or to your activity sponsor if the activity begins practices in the summer before school starts.

MIDDLE SCHOOL STUDENTS: Athletes: This form is to be used only if you have not completed the consent form given to you by your trainer or coach. Return signed form to your coach. Students in other extracurricular activities: Return signed form to your Campus Drug Testing Coordinator at the beginning of the school year or to your activity sponsor if the activity begins practices in the summer before school starts.