

**23-24**

**South Lake Schools  
Band**

**Student/Parent Hand-  
book**



**ATTENTION!**

DON'T FORGET...THE LAST  
PAGE HAS INFORMATION  
THAT MUST BE COMPLETED  
FOR A GRADE IN BAND  
CLASS

BE SURE TO READ  
THROUGH!

:)



# LETTER FROM THE DIRECTOR

Greetings!

Welcome to the beginning of another exciting school year! I am looking forward to meeting a new batch of beginning musicians, as well as working with our returning student musicians. This year we will continue the tradition of music-making at South Lake Schools and find new and exciting ways to reach our full potential. This year it is one of my goals to find new and exciting repertoire that enhances our skill set and explore new ways of incorporating techniques and technology. Another goal is to expand our student's musical horizons through exposure to a wide variety of musical genres, ensembles, and venues.

Please read through this handbook carefully and save it for your reference. It will be perpetually posted in our Schoology course, as well as available on our South Lake Bands weebly page: [www.solakemusic.weebly.com](http://www.solakemusic.weebly.com).

Be sure to scan the QR code at the end to complete your contact information...this will be the 1st assignment of the school year!

Don't hesitate to reach out at anytime!

Sincerely,  
Mr. Kubinski

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# BAND APP

Parents and students **MUST** sign up for the Band App. This is the primary method for quick communication, and for signing up for various things throughout the school year. To sign up, please scan the applicable QR code below:

## SLMS Beginning Band



## SLMS Cadet Band



## SLMS Cavalier Band



## SLHS Concert & Symphony Band



## PARENTAL SUPPORT

- ◆ Teach your students to be on time and plan rides to rehearsals and events far in advance.
- ◆ Come to concerts and school events.
- ◆ Be courteous and supportive at performance events: No talking, cell phones on silent, no moving around, or leaving during performances (stay for the entire concert).
- ◆ Help ensure that your student is practicing at home (at least 3 nights per week, and every weekend)
- ◆ Ask your student if their instrument is in proper working order
- ◆ Check your student's band grade weekly.
- ◆ Please make sure your child has all accessories (reeds, oil, etc.) all the time. They will need replacements on a regular basis.
- ◆ Make your student responsible and accountable for bringing information home to you.
- ◆ Volunteer to help out with fundraisers, trips, clerical tasks and concerts.
- ◆ Be sure to sign up for Remind messages!

## SL BAND BOOSTERS

Parents! We need your help! Please join us at a band booster meeting to help plan and execute the many aspects of our band program! Meetings are at 6pm in the South Lake High School Band room and are open to **ALL** parents/guardians of band students in grades 6-8.

*This years 1st Band Booster Meeting takes place on  
Monday, September 11th at 4:30pm in the South Lake **HIGH SCHOOL**  
Band Room*

## REQUIRED MATERIALS

All band students in all grades must have the following materials on a daily basis. All listed materials apply to ALL band students in grades 6-12 unless specified otherwise. Having these materials will ensure student success!

- ◆ Instrument (in good, working order)
- ◆ Band book (for SLMS students)
- ◆ Reed players: at least 4 good reeds at all times
- ◆ Valve/Slide oil, cork grease
- ◆ Instrument swabs (woodwind instruments)
- ◆ Plain, black 3-ring binder, must be at least 1.5"
- ◆ Pencil
- ◆ iPad (charged)
- ◆ Flipbook/lyre (SLHS students and Cavalier Band students only)

## PERCUSSION MATERIALS

All percussionists, except for those in Beginning Band, must also have their stick/mallet bag. The stick/mallet bag should contain:

- ◆ 2 sets of snare sticks
- ◆ Timpani mallets
- ◆ Yarn mallets
- ◆ Hard rubber mallets
- ◆ Plastic bell mallets
- ◆ The stick bag to carry all items

School-owned sticks/mallets the break due to negligence or improper usage will **NOT** be replaced until payment is received to cover the expense of replacement. A price list can be provided upon request.

# GRADING

Students will be graded according to the following weighted categories:

- ♦ Class Participation = 20% (playing in class, asking/answering questions, etc.)
  - ♦ Assessments = 20% (in-class playing/written, at home via iPad)
  - ♦ Written Work = 20% (in-class activities, at home activities)
  - ♦ Performances = 40% (after school and in-school performances)
- TOTAL                      100%**

**\*\*\*New this year:** *all assignments will receive a 2 days grace period (2 school days). See the section titled **DUE DATES** for full details.*

# ATTENDANCE

Attendance is important and graded! Attendance is expected and required at all band-related events. In addition to attending your band class on time, this includes concerts, after school rehearsals, on and off site performances, etc. Students will only be excused from band-related events for extreme circumstances such as family emergency, medical emergency, etc. A parent must provide, in writing, an explanation as to why an event was missed in order for it to be excused. Excused absences will be given an appropriate alternative assignment that approximates the experience that was missed. Unexcused absences will receive a zero grade for the event.



## DUE DATES

Due dates are not suggestions. Due dates for assignments are set with the intention of keeping students on track and on pace with the rest of the class. All assignments will be given a 'grace period' of 2 school days in which they can be submitted without penalty. Assignments that are not turned in on time will lose 10% of the total maximum grade daily, with a lowest possible max score of 50%.

Example 1: a student turns in an assignment 2 days beyond the 2 day grace period, and receives an unadjusted score of 95%. The assignment loses 10% x 2 days, and therefore will be a maximum of 80%.

## MAKE-UP ASSIGNMENTS

When a student is absent, it is THEIR responsibility to ask the teacher about any missing assignments. For most in-class assignments and at home playing assessments, an extensions of two days (in addition to the two day grace period) beyond the student's return will be granted. For performances, Mr. Kubinski shall determine an appropriate alternative that best approximates the concert experience. Please note that there is no true substitute for the experience of performance, therefore it is IMPERATIVE that students and families plan to be at performances. It is also at the discretion of Mr. Kubinski to, in some cases, not offer an alternate assignment if the ability to provide an educationally similar experience would involve a disproportionate amount of time and resources that are counter-productive to the SL Band Program. Note that all of the above only applies to "Verified" absences. "Unverified" absences will not be subject to the above policy, and assignments are expected due upon the set due date.

# INSTRUMENT CARE AND REPAIR

Sometimes things happen, and instruments need to be repaired. Never, ever, try to repair it yourself! Please bring it to Mr. Kubinski. I have specialized tools and can solve a lot of problems in just a few minutes. However, there are times when an instrument needs to go into the shop for repair:

- ♦ Is your instrument a rental? If so, repairs may be free! Call the music store that you are renting from to inquire.
- ♦ Is your instrument owned by South Lake Schools? If so, contact Mr. Kubinski before taking it to the shop.
- ♦ Be sure to take it to a reputable repair location. Here are some local options:

## **Marshall Music-Troy**

248-457-0300  
4052 Rochester Rd.,  
Troy, MI 48085

## **Eastside Music**

586-774-9870  
27111 Gratiot Ave,  
Roseville, MI 48066

## **A&G Central Music**

248-541-6843  
323 E Eleven Mile Rd,  
Madison Heights, MI  
48071

Remember, the best way to avoid repairs is to practice routine maintenance. Keep your instrument clean (inside and out), slides oiled, corks greased, and be sure to have 4 good reeds that you rotate through. These small steps will help to keep your instrument in tip top condition! If you have questions about taking care of your instrument, please don't hesitate to ask!

# FUNDRAISERS

Band students will have several fundraisers to participate in throughout the school year. These fundraisers may be direct-sales, or participation in events. Students that participate in fundraisers will receive a portion of the total profit to be added to their 'student account'.

Band Booster sponsored fundraisers will have a 80/20 split. 20% of the total profit will go to the South Lake Band Boosters, and 80% will be distributed into student account.

When turning in fundraiser money, please turn in one (1) single check/money order from the parent of the band student.

# STUDENT ACCOUNTS

Students that participate in fundraisers will receive a portion of the total profit to be added to their 'student account'.

Example:                      Student A sells enough items for \$100 profit  
   \$20 goes to South Lake Band Boosters  
   \$80 goes into Student A student account

Student account funds can be used to pay for band-related costs such as field trips, supplies, repairs, etc. The band director has the final say as to whether or not student account funds are applicable for a particular purpose. Student account funds 'roll over' from year to year, and can be transferred to a sibling. Any remaining funds left when a student leaves the SL Band program will be deposited into the band program activity account. Students will never receive cash from their student account.

# MONEY

## South Lake Middle School

Students turning in money should turn it in directly to Mr. Kubinski. All money should be in a sealed envelope with the student's name and what the money is for written on the outside of the envelope.

## South Lake High School

Students turning in money should turn it in to the wooden box located on the wall outside of Mr. Kubinski's office. All money should be in a sealed envelope with the student's name and what the money is for written on the outside of the envelope.

***PLEASE SEND ONLY CHECKS OR MONEY ORDERS.....NO CASH  
ALL CHECKS SHOULD BE MADE OUT TO SOUTH LAKE SCHOOLS***

## **AFTER SCHOOL STUDENT PICK-UP**

Please be respectful of Mr. Kubinski's time and obligations outside of school. Plan to pick up your student no more than 10 minutes after the conclusion of band events. If you are unable, please plan ahead and arrange for another trusted person to pick up your student. If you need help finding a ride for your student, please reach out to Mr. Kubinski in advance and I will do my best to help find another person to drive your student home.

# BAND UNIFORMS

All band students have a uniform dress for performances:

## **SLMS Beginning Band Students**

Beginning Band students should wear their SLMS band polo shirt (tucked in), nice blue jeans, dress shoes, dress socks. Information on purchasing band polos will be sent home in the first few weeks of school.

## **SLMS Cadet & Cavalier Band Students**

Cadet & Cavalier Band students should wear their SLMS band polo shirt (tucked in), black dress pants/black skirt, black dress shoes, black dress socks. Information on purchasing band polos will be sent home in the first few weeks of school.

## **SLHS Concert & Symphony Band Students**

Marching performances: complete marching band uniform, marching shoes, black socks.

Concert performances: concert black (black dress pants/skirt/dress, black dress shirt, black dress shoes, black dress socks)

# PHOTO/VIDEO

Photographs or video of students involved in the South Lake Band Program will be included in the yearbook and may be used in promotional materials, websites, or social media pages that are managed by South Lake Schools or the South Lake band program. By signing the handbook form, you agree to allow your child to be included in any of the formats mentioned above. If you choose for your student to not be videoed or photographed you must inform Mr. Kubinski.



# BAND LOCKERS

## South Lake Middle School

All band students will receive a band locker, with exception of students with large cases that do not fit in the lockers. Students with a locker are expected to use their locker for band use only. Lockers must be kept clean and are only to be used for storing instruments during the school day. Students should not give their combination to another person. **NO** band instruments should remain in band lockers over the weekend. Students with large instruments will be permitted to keep their instrument in the band room during the school day. **NOTE:** Mr. Kubinski is not at SLMS at the end of the school day, therefore another staff members will ensure that the band room is open and accessible for band students to get their instrument before leaving the building.

## South Lake High School

There is a small number of hallway lockers for band student use located in the hallway behind the band room. Students will share lockers with 2 to 4 additional band students. These lockers are accessible before and after the school day. Students with a locker are expected to use their locker for band use only. Lockers must be kept clean and are only to be used for storing instruments during the school day. **NO** band instruments should remain in band lockers over the weekend. Students with large instruments will be permitted to keep their instrument in the front office until band class.

# SCHOOL-OWNED INSTRUMENTS

South Lake Schools does own a limited supply of instruments for student use. These instruments are distributed according to the needs of the ensemble instrumentation and the financial needs of the family. If a financial hardship exists, please contact Mr. Kubinski via email to see if an instrument is available for your student to use.

Students using a school instrument will need to have a 'instrument use form' on file. This form is available from Mr. Kubinski. A school owned instrument that needs repair due to normal wear and tear will be covered by the school; however, damage or lost instruments due to negligence will be the financial obligation of the student/family.

If you use a school instrument, please contact Mr. Kubinski if repair is needed.

## MR. KUBINSKI CONTACT INFORMATION

Email is typically the preferred method of communication. Mr. Kubinski makes an effort to respond to all correspondences within 24 hours during weekdays. Should you need immediate contact, please contact the building office phone. If you need to contact Mr. Kubinski during an off-campus event please use the Google Voice number to call or text.

Email: [jkubinski@solake.org](mailto:jkubinski@solake.org)

South Lake Middle School Phone: 586-435-1300

South Lake High School Phone: 586-435-1400

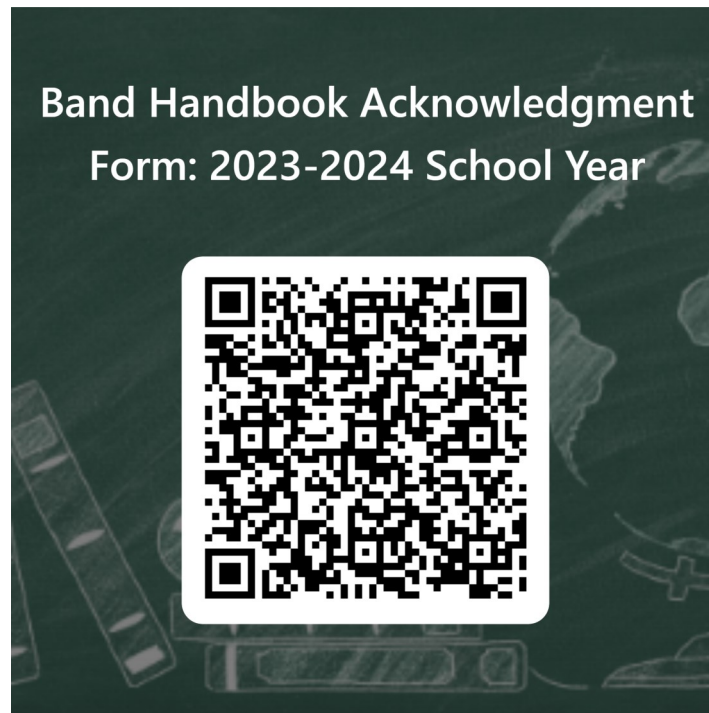
Google Voice Phone: 313-923-7055

**15 SY: 23-24**

# HANDBOOK SIGN-OFF FORM

Parents and students are required to sign off on the handbook and all of its contents. This constitutes one of the student's first grades in band. Please use the following link or QR code to digitally sign off on the handbook. If you require a physical copy of the handbook form, please email Mr. Kubinski promptly and one will be provided.

[CLICK HERE to access the digital Handbook sign-off form](#)



Scan this QR code with your smart phone to access the digital Handbook Sign-off Form



# Michigan Made Market

## CRAFT AND VENDOR SHOW

HOSTED BY THE SOUTH LAKE BAND BOOSTERS

**Food**

**50/50  
Raffle**

**Saturday, December 2, 2023**

**Music**

**Holiday  
Shopping**

**\$2  
Admission**

**10 am – 4pm**

**South Lake High  
School**

**21900 E. 9 Mile Rd**

**St. Clair Shores, MI**

**48080**

**Pictures with  
Santa**



**SCAN ME**

Email Angela Rushlow at [slhscraftshow@yahoo.com](mailto:slhscraftshow@yahoo.com) for application or more information.