

Longmeadow High School

Music Department

Choral Ensembles Handbook

Courses: Lancer Singers – Vox – La Cappella – Lyrics



“The LHS Music Department will provide ensemble members with a community of learning in which each student discovers and develops their unique gifts by facing musical challenges and creating meaningful work.”

Emma Forest, Choral Director
eforest@longmeadow.k12.ma.us

[LHS Music Website](#)

Welcome!

Welcome to the Longmeadow High School Music Department! We have many fantastic offerings within our department and there is no shortage of ways to be musically involved at LHS and beyond our campus. We know the time spent within our LHS Music Department will be a meaningful and exciting time for you. Please reference this document as a guide for any questions you may have throughout the school year. If you ever need anything from me, please do not hesitate to be in touch.

I am excited to have you as part of our ensemble.

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LHS Music Department Calendar

2025–2026

- Friday September 12, Tri-M applications due
- **Tuesday October 21, Chamber Concert, 7pm**
- Saturday October 25, Boston Symphony Field Trip
- Saturday November 8, Senior District Auditions (snow date 11/15)
- Wednesday November 19, Symphony Band Night Rehearsal 1 (WE/CB)
- Saturday November 22, String Day Collaboration at LHS
- Monday November 24, Super Chorus Night Rehearsal, 5pm
- Monday November 24, Symphony Band Night Rehearsal 2 (WE/CB), 7pm
- **Tuesday November 25, Fall Concert, 7 pm (CB, SB, LC/V, LS, SC)**
- Wednesday December 3, LSO Night Rehearsal 1 (SO/WE)
- Friday December 5, Fruit Delivery
- Saturday December 6, Fruit Sale
- Saturday December 6, Junior District Auditions (snow date 12/13)
- Wednesday December 10, LSO Night Rehearsal 2 (SO/WE)
- Thursday December 11, Lyrics Night Rehearsal
- Monday December 15, Super Chorus Night Rehearsal
- Tuesday December 16, LSO Night Rehearsal 3 (SO/WE)
- **Wednesday December 17, Winter Concert 7pm (LY, WE, IC, SO, SC, CO)**
- Saturday January 10, Senior District Rehearsal (snow date 1/11)
- Saturday January 17, Senior District Rehearsal/Concert (snow date 1/18)
- Saturday January 24, All-State Auditions (snow date 1/25)
- Wednesday January 28, LSO Night Rehearsal 1 (SO/WE)
- Monday February 2, Super Chorus Night Rehearsal
- Tuesday February 3, Symphony Band Night Rehearsal 1 (WE/CB)
- Wednesday February 4, Middle School Tour (snow date 2/9)
- Wednesday February 4, LSO Night Rehearsal 2 (SO/WE)
- **Thursday February 5, Vocal Pops 7pm (LC/V, LS, LY, IC, SC, JE)**
- Monday February 9, Symphony Band Night Rehearsal 2 (WE/CB)
- Tuesday February 10, LSO Night Rehearsal 3 (SO/WE)
- **Wednesday February 11, Instrumental Pops 7pm (CB, WE, SB, SO)**
- Thursday February 12, Fine Arts Festival
- **Tuesday February 24, Open Sing 5–7 pm (LC/V, LS, LY)**
- Saturday February 28, Jr. District Festival Rehearsal (snow date 3/1)
- Saturday March 7 Jr. District Festival Rehearsal/Concert (snow date 3/8)
- Tuesday March 10, Town-Wide Chorus Concert 7 pm (snow date 3/11)
- Wednesday March 18, LSO MICCA Night Rehearsal 1 (SO/WE)
- March 20 –21, All-State Festival
- Wednesday March 25, LSO MICCA Night Rehearsal 2 (SO/WE)
- March 27–29, MICCA Festival
- Week of April 13, Wind Ensemble & Lyrics Auditions
- Week of April 27, Honors Orchestra Auditions
- Wednesday May 6, LSO Night Rehearsal 1 (SO/WE)
- Thursday May 7, Night Rehearsal Chorus
- Monday May 11, Night Rehearsal CB
- Wednesday May 13, LSO Night Rehearsal 2 (SO/WE)
- **Thursday May 14, Spring Concert 7pm (CB, LC/V, LS, SC, JE)**
- Saturday May 16, Music Department Banquet
- Monday May 18, Lyrics Night Rehearsal
- Wednesday May 20, LSO Night Rehearsal 3 (SO/WE)
- **Thursday May 21, Major Works Concert 7pm (IC, WE, LY, SO)**
- Friday, May 29, Great East Festival (CB, LC/V)
- Tuesday June 2, Wind Ensemble Kick-Off
- Wednesday June 3, Lyrics Kick-Off Rehearsal

SO = Symphony Orchestra WE = Wind Ensemble
 CB = Concert Band CO = Chamber Orchestra
 SB = Symphony Band JE = Jazz Ensemble

LS = Lancer Singers SC = Super Chorus
 LC/V = La Cappella/Vox
 LY = Lyrics

*Click [HERE](#) to see the full music department calendar for the academic year.
 Events may get added throughout the school year – if this happens, as much
 prior notice will be given as possible.*

*Click [HERE](#) to access the absence request form.
 This form must be used to communicate music department conflicts.
 See excused vs. unexcused on pg. 5 for more details.*

Google Classroom

In addition to email, google classroom will be our preferred way to communicate as a group. Check google classroom regularly for important class info.

Cell Phone Policy

As per Longmeadow Public Schools policy, cell phones/smart watches need to be off and away during the duration of class. Cell phones are not allowed during bathroom breaks. At no time when in the classroom are you allowed to use your phone or smart watch without direct permission from Mrs. Forest.

Ensemble Materials

Black Binder (3 ring, 1 inch)

Choral Music/ Handouts

Pencil(s)

Description of Ensembles

Lyrics: Audition based SATB mixed choir ensemble

Vox: Unauditioned, 9th grade treble chorus that performs with La Cappella

La Cappella: Unauditioned, 10-12 treble chorus that performs with Vox

Lancer Singers: Unauditioned, 9-12 baritone group

Course Grading

Grading for all LHS ensembles are based on straight points from the below categories:

- Rehearsal decorum: punctuality, attendance, engagement, attitude and most importantly preparation
- Musicianship Assessment: Recording assessments, in-class performing assessments and other assessments
- Sectionals, outside of school rehearsals, concerts and other obligations: outside of school obligations are mandatory and graded assignments.
- You may be graded for returning forms by a given deadline. Although this isn't a musical skill, organizational and time management skills are essential life skills.
- Other various assignments as needed

Late work will not be accepted

Concert Dress

Depending on the ensemble/ event, students will either wear choral robes provided by the school or concert black attire.

No student will perform if they are not dressed to the requirements. Please dress appropriately.

Excused vs. Unexcused

Items on the calendar are required and graded events for the ensemble. This means arriving on time and contributing to the success and efficiency of the rehearsal. One of the most valuable skills you are learning is time management. Plan ahead for all rehearsals and performances. If you must request to be excused from an event, **advanced notice (one-week) is expected**. If you are excused, you will have the opportunity to make up for the missed obligation.

We acknowledge that LHS students and families are busy so we get the year calendar out to all students and families the first week of school. We are a musical team and every member of the ensemble plays a vital role in our collective success.

Examples of excused absences from an after school obligation: illness or family emergency. Examples of unexcused absences: too much homework, being busy, exams following a rehearsal.

Common Absence Scenarios and Procedures:

While following the below procedures, you still need to let Mrs. Forest know about these conflicts.

- When an after school rehearsal comes up against a sport practice - we work that out on a case by case basis.
- When a concert comes up against a game - we work that out on a case by case basis.
- When a rehearsal comes up against a sports game - go to the game (excused absence)
- When a sport practice comes up against a concert - go to the concert

For excused absences, a makeup assignment will be given.

Unexcused absences will receive a zero with no opportunity to make up the missed credit.

Student Expectations

Students are expected to...

- Come to rehearsal prepared: ***Practice = your responsibility to everyone else!***
 - Prior to each class, the material we will be covering in class will be posted on google classroom. It is your responsibility to know your part. If you ever need help, I am more than happy to work with you outside of class.
- Be respectful of everyone
- Be a good communicator:
 - This class is a hybrid between a class and a team. Please be responsible with your email and checking google classroom regularly.
- Get to know everyone in this group:
- Be present and engaged in the moment
- Be on time for class
 - To be marked present and on time, you need to be in your chair/ on the risers ready to start immediately after the class bell.

Musicianship

100%. Student (is)...

- Consistently focused during rehearsals
- Prepared with materials for class: music, pencil, etc.
- Consistently follows class guidelines, expectations, and attendance policies
- Has a positive attitude towards peers and instructor
- Consistently writes notes and information in music
- Shows consistent effort in performance/rehearsal and daily preparation and progress on their part

80%. Student (is)...

- Frequently focused during rehearsals
- Mostly prepared with materials for class: music, pencil, etc.
- Consistently follows class guidelines, expectations, and attendance policies
- Has a positive attitude towards peers and instructor
- Frequently writes notes and information in music
- Shows frequent effort in performance/rehearsal and daily preparation and progress on their part

60%. Student (is)...

- Sometimes focused during rehearsals
- Mostly prepared with materials for class: music, pencil, etc.
- Mostly follows class guidelines, expectations, and attendance policies
- Has a somewhat positive attitude towards peers and instructor
- Sometimes writes notes and information in music
- Shows some effort in performance/rehearsal and daily preparation and progress on their part

40%. Student (is)...

- Rarely focused during rehearsals
- Rarely prepared with materials for class: music, pencil, etc.
- Rarely follows class guidelines, expectations, and attendance policies
- Has a negative attitude towards peers and instructor
- Rarely writes notes and information in music
- Rarely shows effort in performance/rehearsal and daily preparation and progress on their part

20%. Student (is)...

- Limited to no focus during rehearsals
- Rarely or not prepared with materials for class: music, pencil, etc.
- Rarely follows class guidelines, expectations, and attendance policies
- Has a negative attitude towards peers and instructor
- Writes few to no notes and information in music
- Shows little to no effort in performance/rehearsal and daily preparation and progress on their part

Choral Ensemble Syllabus Agreement Form

Print off this page and return to Mrs. Forest by **Friday, August 29th**

Student Name: _____

Parent / Guardian Name: _____

Ensemble: (circle one)

Lancer Singers

Vox

La Capella

Lyrics

Do you take private lessons? *Circle One* Yes No

If yes, who is your private instructor and frequency of lessons:

Private instructor: _____

Frequency of lessons: _____

By signing below, I agree to the choral music handbook. Additionally, by signing indicates that you are acknowledging we may use photos of students on social media/websites. Students will only be identified by first name.

Student Name: _____ **Date:** _____

Student Signature: _____

Parent / Guardian Signature: _____