

2023-24 UNM String Lab School Parent Handbook

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Please fill out the last three pages and return to the Help Desk on the first day of classes!

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Communication with the UNM String Lab School

Email



Email is the primary form of communication from the UNM String Lab School. Please make sure that you are getting emails from us! Add UNM String Lab School and Laurie Lopez (ljlopez@unm.edu) to your contacts, so that emails don't end up in your spam folder without you ever seeing them. If you are using a gmail account, emails from us may end up in your Promotions or Updates tab. Right mouse-click the email to move it to your Primary tab, and say "Yes" when you are asked about all future emails. If you have any questions, please email our Director, Laurie Lopez at ljlopez@unm. edu.



Bulletin Boards

Current information will be posted on the bulletin boards. There is one upstairs on an easel in the lobby and one downstairs on the wall outside the String Pedagogy office. Check these regularly for updates and information!



Practice Help Desk

The Doctor is In! Stop by the help desk in the Popejoy lobby on Saturdays mornings to answer your questions and provide quick help for tuning, practice ideas, etc.





The String Lab School periodically posts fun photos and opportunities on its social media accounts. Please note that String Lab School information is usually emailed to you, and may not be posted on social media. Follow us to see the String Lab School in action!



Facebook: facebook.com/unmstringlabschool/

Instagram: instagram.com/unmstringlabschool/



Website

Registration and general information is posted on our website music.unm.edu/community/lab-school/

Inclement Weather or Campus Closures



It is rare that the UNM String Lab School has to cancel group classes due to inclement weather. In the event this occurs, or the UNM campus is closed for an emergency, an email will be sent to you, and messages posted on social media at least one hour before the start of class. For morning classes, we will ask KOB and KOAT to add us to their cancellation lists. Unfortunately the UNM String Lab School is unable to reschedule group classes; fortunately we live in a very temperate climate and this has only happened once in the last twenty years!





UNM String Lab School Group Class Dates 2023-24

String Lab School—Fall 2023 Group Class Dates

Fall 2023—Friday Classes

August 25—Friday classes begin

September I no classes—

Labor Day weekend

September 8

September 15

September 22

September 29

October 7

October 13 no classes—

APS & UNM Fall Break

October 20

October 27

November 3

November 10 no classes—

Veteran's Day

November 17

November 24 no classes—

Thanksgiving

December I

Saturday, December 9—Sharing Concert

Fall 2023—Saturday Classes

August 26—Friday classes begin

September 2 no classes—

Labor Day weekend

September 9

September 16

September 23

September 30

October 8

October 14 no classes—

APS & UNM Fall Break

October 21

October 28

November 4

November 11 no classes—

Veteran's Day Weekend

November 18

November 25 no classes—

Thanksgiving

December 2

Saturday, December 9—Sharing Concert

Fall 2023 Dates to Remember

Noon Recitals

September 30

Book 2 class performs

MAM performs

October 21

Late Book I class performs

December 2

Early Book I class performs Beginning violin class performs

Monster Play-In

October 28

Sharing Concert

December 9 — All classes

Monster Play-In

Saturday,
October 28
Noon
Parking Garage
Steps

Please note that group class noon recital performance dates are subject to change. Your group class teacher will notify you of changes, should there be any!

Please make sure you are receiving emails from the String Lab School in your inbox. You will be notified if dates or structure must change in response to the current situation.



UNM String Lab School Group Class Dates 2023-24

String Lab School—Spring 2024 Group Class Dates

Spring 2024—Friday Classes

January 19—Friday classes begin

January 26

February 2

February 9

February 16 no classes—

President's Day weekend

February 23

March I

March 8

March 15 no classes—

UNM Spring Break

March 22

March 29 no classes—

APS Spring Break

April 5 no classes—

APS Spring Break

April 12

April 19

April 26

Saturday, May 4—Final Concert

Spring 2024—Saturday Classes

January 20—Friday classes begin

January 27

February 3

February 10

February 17 no classes—

President's Day weekend

February 24—Honors Recital

March 2

March 9

March 16 no classes—

UNM Spring Break

March 23

March 30 no classes—

APS Spring Break

April 6 no classes—

APS Spring Break

April 13

April 20

April 27

Saturday, May 4—Final Concert

Spring 2024 Dates to Remember,

Noon Recitals

January 27

Book 2 class performs MAM performs

February 24

Late Book I class performs Cello class performs

March 9

Beginning violin 4-7 performs

April 20

Intro to Chamber performs Early Book I class performs Beginning violin 8+ performs

Honors Concert

February 24

Final Concert

May 4 — All classes

Please note that group class noon recital performance dates are subject to change. Your group class teacher will notify you of changes, should there be any!

Honors Recital

6:00pm
February 24
Robertson & Sons
Violin Shop

Final
Concert
9:30 am
Keller Hall

Please make sure you are receiving emails from the String Lab School in your inbox. You will be notified if dates or structure must change in response to the current situation.

Noon Recitals at the UNM String Lab School

Why do group classes perform in noon recitals?

Performing in groups provides students with the opportunity to prepare and share their music-making with peers. Group playing is a beneficial way to learn ensemble skills such as listening to one another, staying together,

matching tone and style, increasing attention and self-discipline. These sorts of musical experiences pay off in the long run. Musicians who fiddle, play in orchestras, and chamber groups must possess these skills, developed to a higher level. Our group lessons and noon recitals hone those same skills, which can inspire and motivate children to push for personal improvement.

Why attend a noon recital?

"Watching others perform is as valuable as performing." This is a premise of any Suzuki program. Children learn patience, impulse control, respect for others, and a desire to play well. Noon recitals are a great way to listen to other students play the Suzuki repertoire. Check out the dates listed in this calendar and attend as many as you can.



Why stay for the whole recital?

As children learn to sit quietly and watch, they are learning impulse control and respect for others. At the same time, they are developing familiarity with the repertoire and a desire to learn it....more reasons for parents to arrange their schedules to remain at recitals until the last student has performed!

Why perform individually in a noon recital?

When students walk onto stage for their first "solo" they feel the support of the recital hosts, their private teacher, their peers and their parents. The audience is there to celebrate the efforts of the soloist – not to judge the outcomes. Sharing music is a natural progression from lessons and gives teachers and students an opportunity for self-reflection, evaluation and most importantly, links process to product.

Noon Recital Schedule

Fall 2023

September 30

Book 2 class performs MAM performs

October 21

Late Book I class performs

December 2

Early Book I class performs
Beginning violin class performs

Please note that group class noon recital performance dates are subject to change. Your group class teacher will notify you of changes, should there be any!

Spring 2024

January 27

Book 2 class performs MAM performs

February 24

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Late Book I class performs
Cello class performs

March 9

Beginning violin 4-7 performs

April 20

Intro to Chamber performs Early Book I class performs Beginning violin 8+ performs

How do I sign my child up to play in a noon recital?

Your child's private teacher will help you choose a date, a polished piece to perform and will sign you up for the recital as well as a rehearsal slot on the morning of the performance.

Noon recitals location

Noon recitals will be held in Keller Hall. Most recitals last for no more than an hour.

Parking at the UNM String Lab School

UNM Parking and Transportation has gone paperless!

Friday and Saturday classes include one code per family for numbered spaces in the UNM Cornell parking structure. A code will be issued for fall semester and a new one will be issued for the spring semester. Friday codes will be valid between 4:00 - 7:00 pm and Saturday codes will be valid between 8:30 am - 1:00 pm on the dates the String Lab School meets.

Each code is valid for 36 total hours per semester. This allows for 3 hours of parking per class day. If you use your allotment early, you may have to pay for parking at the end of the semester or park elsewhere. The A lot (across from Johnson Gym) is free on Saturdays. Parking at any other time (eg, for private lessons) is only available in paid parking in the structure or meters around campus.

How to use the code in the Cornell parking structure:

- 1. Note the space # you park in
- 2. Walk to a pay station (on each level marked by a red "Parking" arrow)
- 3. Push any button on the screen to begin the process
- 4. Enter your space #
- 5. Select "Music Prep"
- 6. Enter up to "3" hours press "ok"
- 7. Enter your parking code.

UNM String Lab School Facilities

The UNM String Lab School uses classrooms, recital halls, restrooms and outdoor spaces that belong to the University of New Mexico. As such, university policies apply.

- No use of wheels (bikes, scooters, skateboards, rollerblades/skates, heelies, etc) allowed in the building.
- No shouting, running, playing tag, catch, or disruptive games in the building.
- No smoking on the university campus.

Other activities and classes are taking place in the building and outdoor spaces, so we are asked to be respectful. Please clean up after yourselves and your children in classrooms and sitting areas. Remove trash, erase chalkboard doodlings, and return chairs to original seating as appropriate. We don't want teachers and parents in the next class to have to clean up after you! If there is a spill, please clean it up.

Restrooms should also be left in good condition. The building is public, so please be aware that there may be other people in the building. If restrooms need attention, please let the String Lab School know so we can call a custodian.

Because campus is public, it is recommended that you stay with your child just to be safe.

Practice Help Desk



The Practice Help Desk is your one-stop shop for information about the UNM String Lab School! The Help Desk pops up on Saturday mornings when the String Lab School is in session. Our program coordinator, Laurie Lopez, is available to help you navigate the String Lab School, lessons, and practice at home.

The Help Station is a little busy around the change of classes. If you need a mini tutorial or instrument help, please plan to come to the station when classes are in session and the lobby is quieter.

This is a resource just for you, so take advantage! Stop by, say hi, and get all your questions answered. What kinds of things do parents stop and ask for help with at the desk? Below is a small sample:

Questions about:

- parking passes
- tuition
- payments
- scheduling
- noon recitals
- private teachers
- which class is next
- where your class meets
- concert information
- and more!

Help with:

- tuning
- sizing of instruments
- restringing
- setting a shoulder rest
- finger tapes
- practice strategies
- lesson etiquette
- and more!

Mini tutorials on:

- bow holds
- posture
- playing position
- left hand position
- set, touch, release
- elbow swings
- and more!

P.S. No need to bring 5¢

— this advice is free!

Snack Bar

The Mad About Music snack bar will reopen for your Saturday morning treats beginning September 9!

Mad About Music will be open most Saturdays that the UNM String Lab School is in session. Stop by for a treat and a cup of coffee before or after class!

There will be juice, coffee, water, tea, hot chocolate, donuts, granola bars, trail mix, bananas, bagels and other goodies available.

Most items in the snack bar are \$1. Although the Snack Bar is unable to process credit cards, Punch Cards are available to make your Saturdays easier—purchase a card for \$10, and your card is available at the snack bar for 10 punches. No need to remember cash every week.

Special Concerts at the UNM String Lab School

Come in costume (no costume masks, please!) for a Suzuki play-in at the String Lab School! We start with the more advanced pieces and stair-step down to pre-Twinkle.

Monster Play-In

Saturday, October 28 Noon Location TBD

Sharing Concert

Saturday
December 9
9:30am
Keller Hall

At the end of the fall semester, all classes share what they have been learning with other classes. Seeing what the next class is performing can be very motivational for young musicians.

The UNM String Lab School is excited to introduce an Honors Recital this school year. Performers of all levels will be selected via nomination and evaluation by their group and private lesson instructors. Musicianship, technique, attendance, and attitude will all be considered. Selected performers will demonstrate a high level of preparation and artistry.

Honors Recital

February 24 6:00pm Robertson & Sons Violin Shop

Final Concert

Saturday May 4 9:30am Keller Hall Invite your grandparents, friends and neighbors to celebrate all the things your musician is learning at the UNM String Lab School. Come dressed up for a special afternoon of music as each class performs on stage.

Please note that performance times are listed. Performers will be given an earlier call time that allows time for unpacking, tuning, warming up, etc.

Expectations for String Lab School Lessons

A. Parents and String Lab School Children

- 1. Because we are working with children in a very focused situation, private lessons are defined as follows:
 - a. Beginning lesson.....any length, not exceeding 30 minutes
 - b. Intermediate lesson.....any length, not exceeding 45 minutes
 - c. Advanced lesson.....any length, not exceeding 60 minutes
- Please be punctual to all private lessons! UNM intern teachers are very busy and cannot be expected to give you extra time if you are late. Also, except in extreme emergencies, you are expected to attend all scheduled lessons. Lessons cancelled without 24- hour notice may be forfeited. Make up lessons will only be given if the miss was unavoidable—illness or emergency—and are scheduled within the current semester. If you have questions, please contact Laurie Lopez (ljlopez@unm.edu).
- 3. Before your child's private or lesson:
 - a. Review the week's assignments and the weekly preparations so your child feels confident going into the lesson.
 - b. See that your child has had a brief rest and a snack.
 - c. Make sure your child has gone to the bathroom, trimmed nails and washed hands.
- 4. The care and maintenance of the instruments and/or box and stick are your responsibility. Damage to either UNM instruments/boxes, or rented instruments can be costly and time consuming to repair.
 - Your UNM intern teacher will advise you when new strings, bow hair, etc., are needed. These are your responsibility and should be taken care of within the week. Robertson's Violin Shop on Carlisle is the best resource.
- 5. Parents must be present at all private lessons. No exceptions!
- 6. Parents are not required to attend group lessons, but are encouraged to attend. If you do not attend, please make arrangements with another parent to take your child to the bathroom, should the need arise. Children may not go to the bathroom alone, nor can String Lab School staff leave their duties to take your child. Please be very prompt in picking your child up at the end of class.
- 7. Parent's full attention will be required for each private lesson. Siblings must be quiet and unobtrusive during all lessons—both private and group. If they must attend, please bring appropriate quiet activities for them.
- 8. If you have to discuss something with your UNM intern teacher, do not wait until the end of the private lesson to bring it up, or the lesson following yours will be delayed.
- 9. Criticism of your child or the intern is not appropriate during lessons; please arrange a time to call, or email your intern to discuss problems at a separate time. In case of real difficulties, please contact Laurie Lopez (ljlopez@unm.edu).

Continued

Expectations for String Lab School Lessons

A. Parents and String Lab School Children....continued

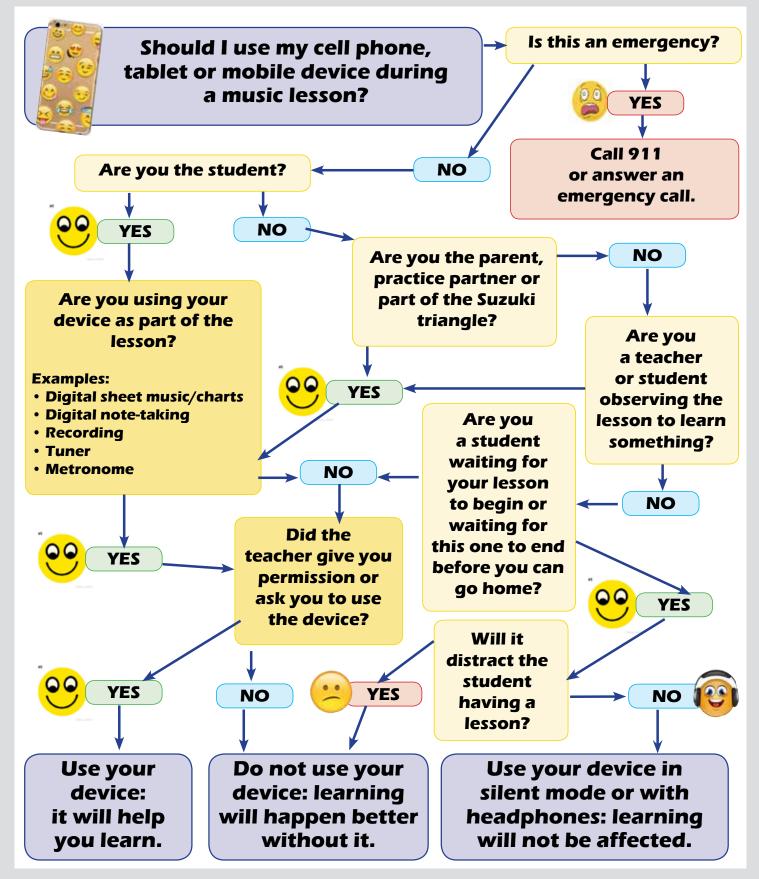
- 10. UNM interns are college students who have spent at least one year in the classroom preparing to teach your child. Lessons, both private and group, are under the supervision of the UNM pedagogy faculty, via lesson notes, videos and discussion in pedagogy classes. Your child's lesson may be videotaped as part of this process, but will only be shared with pedagogy faculty and will be deleted at the end of the semester.
- 11. All private lessons will be given on the UNM campus. No exceptions!

B. UNM Intern Teacher

- Interns will be prompt for all scheduled lessons. Their instrument will be tuned, notes and materials will be ready and available and video equipment will be set up, cued, and ready to go before the lesson begins.
- 2. Interns must give 24 hours notice of changing or cancellation of any private lessons given in the UNM String Lab School. Emergencies will be handled on an individual basis, but with cell phones and email, interns and students should rarely, if ever, not show up to a scheduled lesson!
- 3. Intern teachers who miss more than one private lesson, are late to more than one lesson without a valid excuse, or are unprepared to teach your child, should be reported to Laurie Lopez (ljlopez@unm.edu). Interns receive grades which reflect their ability to arrive on time and be prepared for each lesson they teach.
- 4. Regular videos of private lessons will be required each semester. Video consultations are held each semester. Particulars on this assignment will be handed out in class. Cameras are available in the Pedagogy Room [B123] and can be checked out for this use. Lesson videotaped as part of this process will only be shared with pedagogy faculty and will be deleted at the end of the semester.
- 5. At the end of each semester, interns will fill out the short section on the UNM String Lab School Tracking Form for each of their String Lab School students.
- 6. Interns will teach in group and private lessons as assigned and will assist in all performances and/or activities of the UNM String Lab School Program.
- 7. All private lessons will be given on the UNM campus. No exceptions!



UNM String Lab School Lesson Etiquette 101



Supplemental Activities for Young Musicians

There are many opportunities to listen to great music performed by professional musicians in Albuquerque and Santa Fe.

New Mexico Philharmonic

The professional symphony for the Albuquerque area plays several concert series throughout the year, from classical concerts, rock and pops concerts, neighborhood concerts to zoo concerts—concerts and tickets are available on their website, **nmphil. org.** Look for the NM Phil's SoundCard. Students can get a season pass for only \$30!

Santa Fe Symphony

The Santa Fe Symphony performs in the historic Lensic Theater in Santa Fe. Concerts and tickets are available on their website, **santafesymphony.org**.

Albuquerque Philharmonic

The Philharmonic brings together accomplished musicians with a passion for classical music to play great works of art at no expense to their audience. The Albuquerque Philharmonic is for every one; all ages, socioeconomic statuses. Concerts and information are available on their website, **abqphil.org.**

Chatter

Chatter weaves together traditional and contemporary chamber music in programs on Sunday mornings that include a reading by a poet/speaker of the morning and a two-minute celebration of silence. Tickets are only \$5 for kids under 13. Information and tickets are available on their website, **chatterabq.org**.

Santa Fe Pro Musica

Santa Fe Pro Musica offers a variety of classical music programs in historic Santa Fe venues, including an Orchestra Series in the Lensic Performing Arts Center, a String Works Series presenting world-renowned string quartets in St. Francis Auditorium and the Loretto Chapel Series featuring chamber music on historical instruments. Information and tickets are available on their website, **sfpromusica.org**.

Albuquerque Chamber Soloists

Albuquerque Chamber Soloists showcases the talents of outstanding New Mexico musicians, many of whom are members of New Mexico's leading orchestras and academic institutions. Albuquerque Chamber Soloists fosters unique programmatic adventures, often incorporating rare and bold programming with the time-honored masterpieces of the chamber music repertoire. Concerts and tickets are available on their website, **abgcs.com**.

Musicals and operas

You can often see musicians in action in Broadway productions, musicals, and operas in the area. Websites for more information:

landmarkmusicals.org musicaltheatresw.com popejoypresents.com operasouthwest.org santafeopera.org

Performances at UNM

There are lots of opportunities to listen to musical performances at UNM. Performance professors have their studios perform, each pedagogy student has a senior recital, the UNM orchestra and ensembles perform regularly, as well as guest artists.

finearts.unm.edu/events/

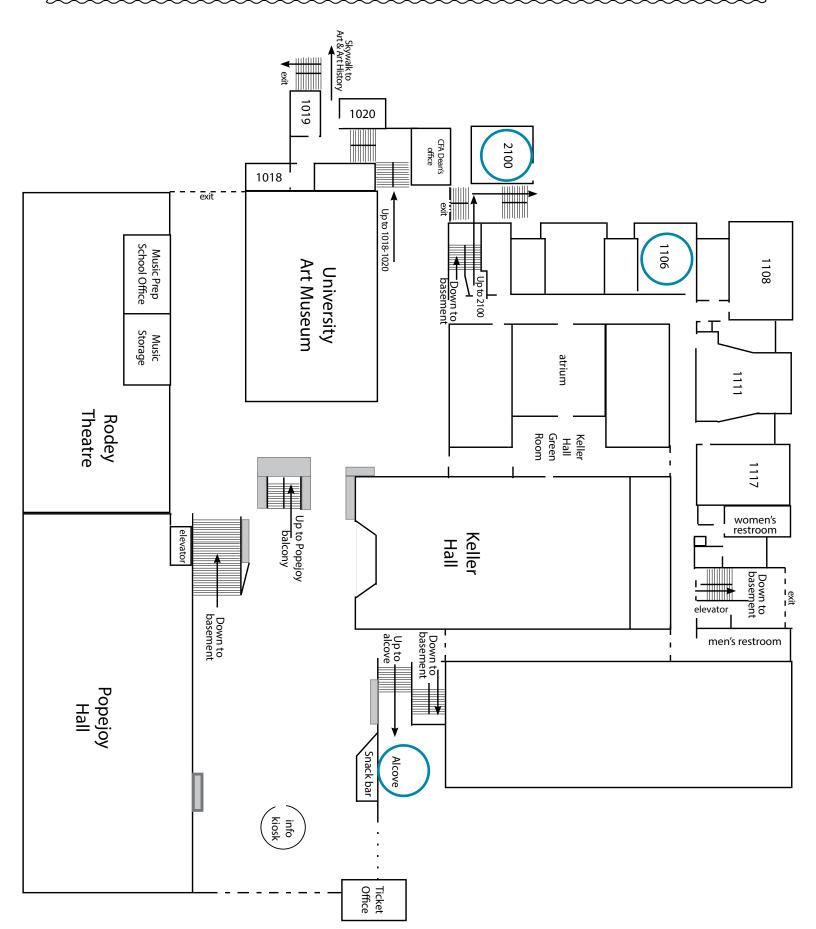


Classroom Schematic with Coordinators and interns

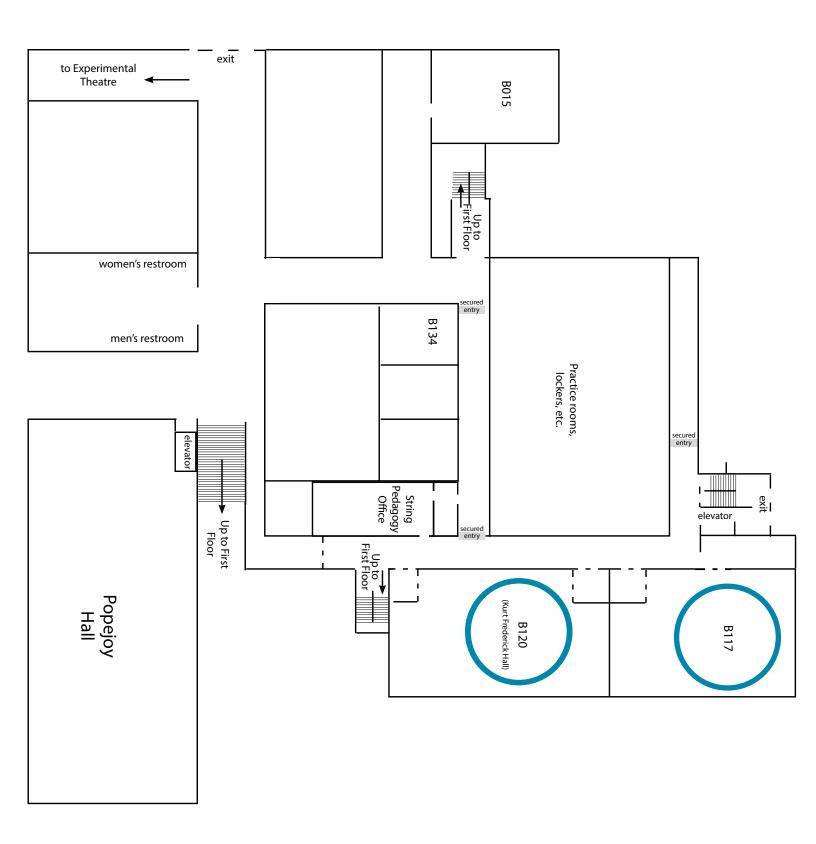
12:00	11:00	10:00	9:00	Saturdays
		Violin Early Book One Erika	Violin Beginners (4-7) Crystal	B120
	Violin Late Book One Rafael	Violin Book Two Rafael	Cello Beginners Lisa	B117
	Violin Reading Two Anne	Violin Reading One Anne	Music Mind Games Anne	1106
			Violin Beginners (8+) Erika	Alcove
			Parent Education Daven	2100

5:30-6:15			4:30-5:15		Friday
Tori	Book 3-4	Erika	Chamber	Intro to	1111
					1106
Music Laurie	Mad About	Laurie	Music	Mad About	B117

Ground floor of Center for the Arts (CFA) at UNM



Basement floor of Center for the Arts (CFA) at UNM



The University of New Mexico College of Fine Arts UNM Department of Music UNM String Lab School

UNLIMITED IMAGE RELEASE AGREEMENT

GRANT

For consideration which I acknowledge, I irrevocably grant to the Regents of the University of New Mexico (UNM) acting through its Lab School and UNM's assigns, licensees, and successors, ("UNM") the right to use images taken of me or my children in all forms and media including composites or modified representations for educational purposes, including web sites. I will make no monetary or other claim against UNM for the use of said images or videos, and I acknowledge the University's right to crop or treat the images or video at its discretion. I also understand that once my image or images of my children are posted to afore mentioned websites or publications, any computer user on or off campus can download the images or video.

I hereby waive any right to inspect or approve the finished images, video, publications, or electronic matter that may be used in conjunction with them now or in the future, whether that use is known to me or unknown.

RELEASE

I release UNM and UNM's assigns, licensees and successors from any claims that may arise regarding the use of my image or images of my children, including any claims of defamation, invasion of privacy, infringement of moral rights, rights of publicity or copyright. UNM is not permitted to include my name or my children's names as a credit in connection with the image.

UNM is not obligated to utilize any of the rights granted in this Agreement.

I have read this release before signing below and I fully understand the contents, meaning and impact of this release and I am over the age of 18.

I understand that I am free to address my specific questions regarding this release by submitting those

If you do NOT consent to the terms herein, put an "X" instead of your signature. Please provide an email & phone number.

Parent/Guardian Consent (included if the person is under the age of 18)

I am the parent or guardian of the minor named above. I have the legal right to consent to and do consent to the terms and conditions of the model release.

Parent/Guardian Name (print):	Date:
Parent/Guardian Signature:	
Parent/Guardian Email & Phone #s:	

MINOR PARTICIPANT EMERGENCY CONTACT AND MEDICAL RELEASE FORM

Nama of Parant or Log		Date of Birth:		
Name of Farent of Leg	al Guardian:			
Address:				
Address:Street Ad	dress	City Sta	ate Zip	
Home phone:	Business Phone:	Cell Pl	none:	
Please list other possible or not they are authorized	uthorized Pick-Ups: (required individuals who may be contacted to pick up the minor. Please not written permission from a parer	d in case of emergency if you te, any person not listed belo		
-				
Name	Phon	e Pick-Up? YES / NO	Relationship to Minor	
1. 2. 3.		VEC / NO		
3.		YES / NO		
necessary.	,	nuding medications currently	y taken. Use reverse side if	
mecessary. Medical Condition(s)			With Minor?	
			With Minor? YES / NO	
			With Minor?	
-	: Medication/Dosa	ige:	With Minor? YES / NO YES / NO	
Medical Condition(s)		ige:	With Minor? YES / NO YES / NO YES / NO Severity? LOW/MED/HIGH	
Medical Condition(s)	: Medication/Dosa	ige:	With Minor? YES / NO YES / NO YES / NO Severity?	
Medical Condition(s) Allergies:	: Medication/Dosa	nge:	With Minor? YES / NO YES / NO YES / NO Severity? LOW/MED/HIGH	
Allergies: Primary Care Physicia	: Medication/Dosa Describe reaction	n: Phone:	With Minor? YES / NO YES / NO YES / NO Severity? LOW/MED/HIGH LOW/MED/HIGH	

MINOR PARTICIPANT WAIVER AND NOTICE OF RISK

Program Name:	UNM String Lab School	
Start & End Dates	08/25/23 - 05/04/24	
Participant's Name		
Parent or Legal Guardian Name		
UNM String Lab School the Participant's chosen program As Participant's parent or legal inherent to participating in receive the actions of others or a conserious, as well as damage to Participant's safety or the rist should speak to the UNM String Lab School Knowing the risks and in comprogram, I do agree to assume damage to or loss of, or destruchild's participation in the yound harmless and discharge UNM and all claims, damages, and equipment and facilities proved I further understand that UNM youth programs. As such, eith payment of medical services By signing this form, I am statist terms and understand that signing this waiver and notices.	co ("UNM") offers youth programs through the	school/. As are actions, or tand that I amed and death), but of my ld from any use of am. pating in or am. Inderstand ats. I am
Print Participant's Name		Date
Print Participant's Name Print Parent/Legal Guardian's	s Name Parent/Legal Guardian's Signature	Date