



2022-23

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 between 9am and 10:45am to answer your questions and provide quick help for tuning, practice ideas, etc.

Social Media



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 2022-23

String Lab School—Fall 2022 Group Class Dates

Fall 2022—Friday Classes

August 26—Friday classes begin

September 2 no classes—

Labor Day weekend

September 9

September 16

September 23

September 30

October 7 no classes—

APS Fall Break

October 14 no classes—

UNM Fall Break

October 21

October 28

November 4

November 11

November 18

November 25 no classes—

Thanksgiving

December 2

Saturday, December 10—**Sharing Concert**

Fall 2022—Saturday Classes

August 27—Saturday classes begin

September 3 no classes—

Labor Day weekend

September 10—**Noon Recital**

September 17—**TOYS!**

September 24

October 1—**TOYS!**—**Noon Recital**

October 8 no classes—

APS Fall Break

October 15 no classes—

UNM Fall Break

October 22

October 29—**Monster Play-In**

November 5

November 12—**TOYS!**

November 19—**SLS Showcase**

November 26 no classes—

Thanksgiving

December 3—**TOYS!**

December 10—**Sharing Concert**

Fall 2022

Dates to Remember

Noon Recitals

September 10

October 1

Monster Play-In

October 29

SLS Showcase

November 19 — Continuing Ed

Sharing Concert

December 10 — All classes

Toys! classes

September 17

October 1

November 12

December 3

Monster Play-In

Saturday,
October 29
Noon
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.



UNM String Lab School Group Class Dates 2022-23

String Lab School—Spring 2023 Group Class Dates

Spring 2023—Friday Classes

January 20—Friday classes begin

January 27

February 3

February 10

February 17 no classes—

President's Day weekend

February 24

March 3

March 10

March 17 no classes—

UNM Spring Break

March 24 no classes—

APS Spring Break

March 31

April 7 no classes—

APS Vernal Holiday

April 14

April 21

April 28

Saturday, May 6—[Sharing Concert](#)

Spring 2023—Saturday Classes

January 21—Saturday classes begin

January 28—[TOYS!](#)

February 4

February 11—[Noon Recital](#)

February 18 no classes—

President's Day weekend

February 25—[TOYS!](#)

March 4

March 11—[TOYS!](#)—[Noon Recital](#)

March 18 no classes—

UNM Spring Break

March 25 no classes—

APS Spring Break

April 1—[TOYS!](#)

April 8 no classes—

APS Vernal Holiday

April 15

April 22

April 29—[Noon Recital](#)

May 6—[Sharing Concert](#)

Spring 2023 Dates to Remember

Noon Recitals

February 11

March 11

April 29

Gala Concert

TBD

Sharing Concert

May 6 — All classes

Toys! classes

January 28

February 25

March 11

April 1

Gala
Concert

Date and location

TBD

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 2022

September 10

October 1

October 29

Monster Play-In

Spring 2023

February 11

March 11

April 29

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!

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 outdoors!

Until further notice, noon recitals will be held outdoors (with string accompaniment only) on the lawn immediately north of the CFA and west of the SUB entrance.

Parking at the UNM String Lab School

UNM Parking and Transportation has gone paperless!

Friday and Saturday classes include one code per family for the UNM Cornell parking structure. Each code is valid for 36 total hours per semester. 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.

Park in any numbered space in the Cornell Parking Structure. If you need additional parking, A lot (across from Johnson Gym) is free on Saturdays. Parking at any other time (eg, for private lessons) is 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 Validation"
6. Enter up to "3" hours press "ok"
7. Enter your parking code.

Once you have registered for classes, your code will be emailed to you.

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 from 9-10:45 a.m. every Saturday 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

UNM is recommending masks indoors.
The Mad About Music snack bar will be closed until further notice.

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 29
Noon
Keller Hall

SLS Showcase
Saturday,
November 19
Noon
Continuing Ed

The UNM String Lab School has been invited to perform at the UNM Continuing Ed Arts and Crafts Fair at 12:00 on November 19. Details about which classes will be performing will be forthcoming.

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

Sharing Concerts

Fall 2022	Spring 2023
All classes	All classes
Saturday	Saturday
December 10	May 6
9:30am	9:30am
Keller Hall	Keller Hall

String Lab School
Gala Concert
All String Lab School
classes perform!
Date and location
TBD

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
2. 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

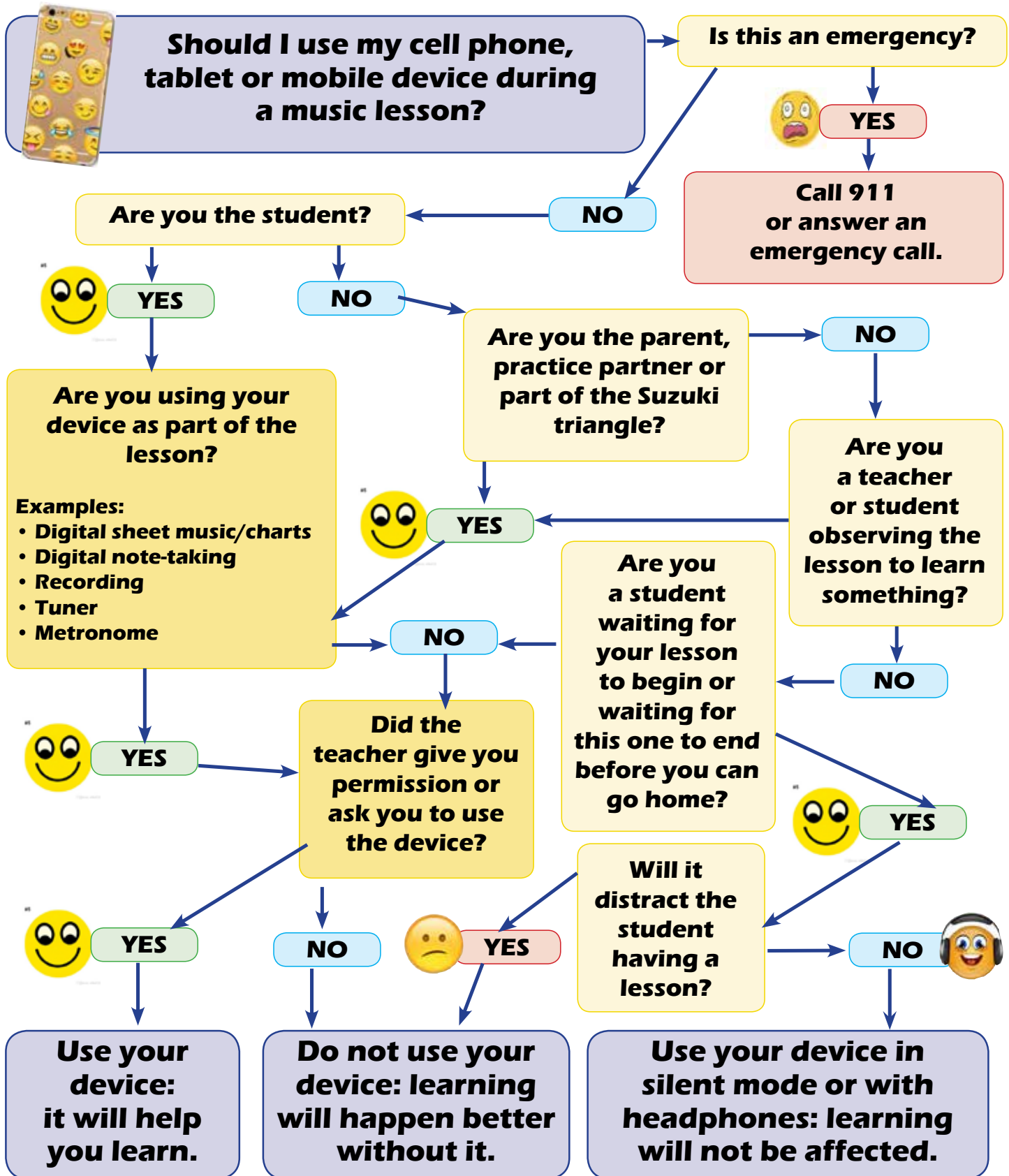
10. UNM interns are college students who have spent at least one year in the classroom preparing to teach your child. Lessons, both private and group, are under the supervision of the UNM pedagogy faculty, via lesson notes, videos and discussion in pedagogy classes. Your child's lesson may be videotaped 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

1. 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, **abqcs.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/



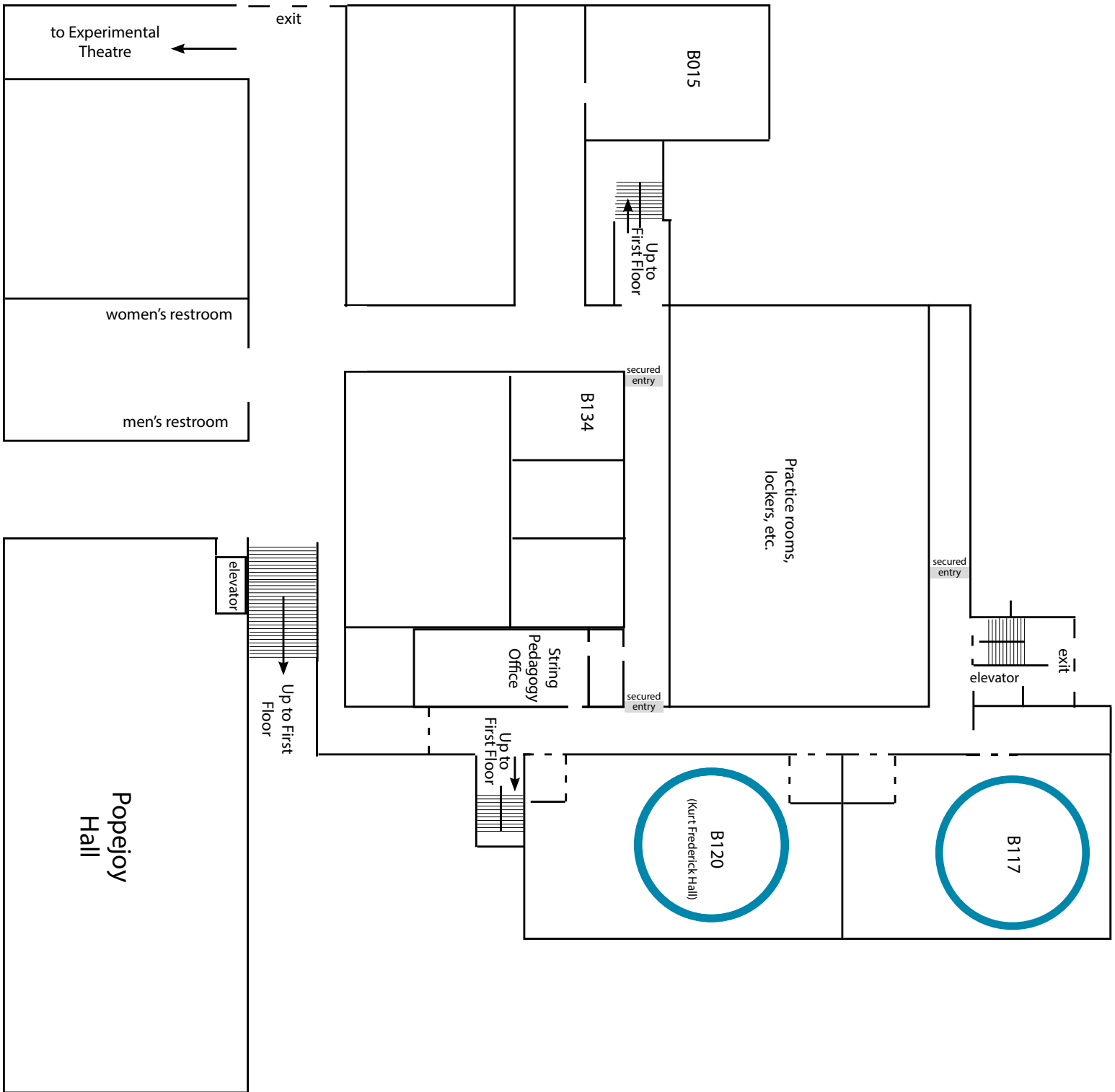
Classroom Schematic

with Coordinators and interns

FRIDAYS		B117		1111							
4:30		Mad About Music (at 4:45) Laurie Lucy		Intro to Chamber Music Erika Denilson							
5:30		Mad About Music Laurie Lucy		Violin Book 3-4 Rafael Tori, Denilson							
SATURDAYS		B120		B117		1106		Alcove		2100	
9:00		Beg Violin (ages 4-7) Crystal Tori, Grant		Beginning Cello Lisa Patricia, Lucas		Music Mind Games Anne Lucy		Beg Violin (ages 8+) Erika MJ		Parent Education Daven and Laurie	
10:00		Early Book 1 Erika		Mixed Level Cello Lisa Patricia, Lucas		Violin Reading 1 Anne Mikel		Violin Book 2 Rafael Grant			
11:00		Late Book 1 Rafael				Violin Reading 2 Anne					
12:00		Toy Instruments Laurie and Lisa									

Please note: Room schedules are subject to change, based on enrollment and program needs. You will be notified if your classroom changes.

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



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 questions in writing prior to signing and I agree that my failure to do so will be interpreted as a free and knowledgeable acceptance of the terms of this release.

Child(ren)'s Name(s): _____ Date: _____

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

Name of Minor Participant: _____ **Date of Birth:** _____

Name of Parent or Legal Guardian: _____

Address: _____
Street Address
City
State
Zip

Home phone: _____ **Business Phone:** _____ **Cell Phone:** _____

Emergency Contacts/Authorized Pick-Ups: (required)

Please list other possible individuals who may be contacted in case of emergency if you are not available, and whether or not they are authorized to pick up the minor. Please note, any person not listed below WILL NOT be permitted to pick up the minor without written permission from a parent or legal guardian.

Name	Phone	Pick-Up?	Relationship to Minor
1.		YES / NO	
2.		YES / NO	
3.		YES / NO	

Medical Conditions/Allergies: (required)

If the minor has any condition that may require special treatment it is imperative that a medical provider is alerted. Please indicate below any on-going medical or emotional problems that may require special attention (e.g., epilepsy, allergies, asthma, disability, anxiety, depression, etc.) including medications currently taken. Use reverse side if necessary.

Medical Condition(s):	Medication/Dosage:	With Minor?
		YES / NO
		YES / NO
		YES / NO
Allergies:	Describe reaction:	Severity?
		LOW/MED/HIGH
		LOW/MED/HIGH

Primary Care Physician's Name: _____ **Phone:** _____

Health Insurance Company Name: _____ **Policy Number:** _____

I verify that all the information provided is correct and complete. I realize that participation involves an inherent potential risk. In the event of an emergency, I authorize the University of New Mexico ("UNM") and its agents or representatives to make arrangements as reasonably necessary to ensure my child's welfare. In the event of an emergency, permission is granted to UNM to authorize emergency transportation, emergency medical care and/or treatments and hospital care for the minor. I agree to be responsible for all necessary charges incurred by any hospitalization or treatment rendered pursuant to this authorization.

Signature of Parent/Legal Guardian

Print Parent/Legal Guardian Name

Date

MINOR PARTICIPANT WAIVER AND NOTICE OF RISK

Program Name:	UNM String Lab School
Start & End Dates	08/26/22 - 05/06/23
Participant's Name	
Parent or Legal Guardian Name	

The University of New Mexico (“UNM”) offers youth programs through the **UNM String Lab School**. A description of all youth programs, including the Participant’s chosen program is available online at music.unm.edu/community/lab-school/.

As Participant’s parent or legal guardian, I understand and acknowledge that certain risks are inherent to participating in recreational activities and youth programs, due to one’s own actions, the actions of others or a combination of both. These risks may result in injury, minor or serious, as well as damage to personal property. If I have any specific questions about Participant’s safety or the risks associated with Participant’s chosen program, I understand that I should speak to the **UNM String Lab School** staff.

Knowing the risks and in consideration of being permitted to participate in the above named program, I do agree to assume all risks of personal injury or loss, bodily injury (including death), damage to or loss of, or destruction of any personal property resulting from or arising out of my child’s participation in the youth program. I also, hereby release, waive, indemnify, hold harmless and discharge UNM, its Board of Regents, its officers, employees or agents, from any and all claims, damages, and injuries arising out of my child’s activities, including the use of equipment and facilities provided by UNM.

I further understand that UNM does not provide health insurance for individuals participating in youth programs. As such, either I or my personal health insurance will be responsible for payment of medical services and care for any injuries sustained during the youth program.

By signing this form, I am stating that I have read this waiver and notice of risk, fully understand its terms and understand that it affects my legal rights and how it affects those legal rights. I am signing this waiver and notice of risk knowingly and voluntarily, and intend for it to be a complete and unconditional release of liability to the greatest extent of the law.

Print Participant’s Name

Date

Print Parent/Legal Guardian’s Name

Parent/Legal Guardian’s Signature

Date