



Parent/Student  
Handbook  
2009-2010

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Introduction:

Dear Parents and Students:

Welcome to the music programs of Oakland Homeschool Music, Inc. Oakland Homeschool Music's mission is to develop and provide music education programs through music history, music theory, and music performance. The concentration is on the music performance element with participation in large group ensembles and elementary music classes. Oakland Homeschool Music's program gives students an opportunity to develop a solid foundation for post-high school musical participation and education, and a lifelong enjoyment of the gift of music.

Although it is based in Oakland County, it is open to homeschoolers from the surrounding area for students in grades K - 12. We have students who come from seven counties in the SE Michigan area. The program is also open to students who do not have a comparable music program in their schools. This handbook will cover the information that you will need to know to have a successful year. Please keep it in a memorable place so you will have access to it when you have questions. It is also available online at our website.

Mr. Merlyn Beard  
Music Director, OHMI

Ensembles/Classes:

**Symphony Orchestra** – is for the advanced string student. The Symphony Orchestra focuses on music literature for the string symphony ensemble, full orchestra and chamber ensembles. This group will be made up of string instruments, and combine with Wind Symphony for full orchestra. Audition or recommendation of the instructor is required.

**Wind Symphony** – is for the advanced wind/brass/percussion student. The Wind Symphony focuses on music literature for the symphony (string, wind, and percussion) ensemble and chamber ensembles. This group will be made up of brass, winds and percussion instruments. Audition or recommendation of the instructor is required.

**Concert Band** – The Concert Band is for students with at least two years of experience playing wind, brass, or percussion instruments. Instrumental technique and group musicianship skills are stressed in their music while they learn as a performance ensemble. Players may join the Philharmonic Orchestra for a special full symphony orchestra piece during the year. This is an intermediate level group. Audition or recommendation of the instructor is required.

**Philharmonic Orchestra** – The Philharmonic Orchestra is for students with at least two years of experience playing string instruments. Instrumental technique and group musicianship skills will be stressed in their music, while they learn as a performance ensemble. Players may join the Concert Band for a special full symphony orchestra piece during the year. This is an intermediate level group. Audition or recommendation of the instructor is required.

**Intermediate Band** – The Intermediate Band is for students with at least one year of experience playing wind, brass, or percussion instruments. Instrumental technique and group musicianship skills will be stressed in their music, while they learn as a performance ensemble. This is an intermediate level group. Audition or recommendation of the instructor is required.

**Intermediate Orchestra** – The Intermediate Orchestra is for students with at least one year of experience playing string instruments. Instrumental technique and group musicianship skills will be stressed in their music, while they learn as a performance ensemble. This is an intermediate level group. Audition or recommendation of the instructor is required.

**Beginning Band** – Beginning Band is for the students that are starting on wind, brass, and percussion instruments. There is no previous music experience required, but any music training will be helpful.

**Beginning Orchestra** – Beginning Orchestra is for the students that are starting on string instruments. There is no previous music experience required, but any music training will be helpful.

**Elementary Music Class** – EMC is for the Kindergarten through 2<sup>nd</sup> grade students. The students will be learning the fundamentals of music through singing, instruments and movement. Students in this class are not required to be able to read.

**Elementary Chorus** – ELC is for 3<sup>rd</sup> through 5<sup>th</sup> grade students. The students will be learning the fundamentals of music through singing. Students in this class are expected to have basic print reading skills.

**MS Chorus** – is for the middle school student. The Chorus will sing many different styles of choral music throughout the year, as well as beginning sightsinging and music theory. There is no previous music experience required, but any music training will be helpful.

**Concert Choir** – is an intermediate level group. Concert Choir will do four-part (SATB) music, and will sing many different styles of choral music throughout the year, as well as beginning - intermediate sightsinging and music theory. There is no previous music experience required, but any music training will be helpful.

**Advanced Choir** – is the advanced level choir for high school students with more difficult repertoire, and theory and sightsinging. Students will also sing with the Concert Choir. A minimum of one year of experience is expected. Yearly auditions are required, which include a solo and sightsinging demonstration.

**Guitar Class** – is a beginning level class for those wanting to learn classical/folk guitar. Students will learn technique and guitar literature.

**Young Strings Class** – is for students ages 4 – 8 who wish to start violin instruction. This is a Suzuki – style class where parents must attend with the student. The students will receive a semi-private lesson along with a group ensemble time each week.

#### Rehearsals and Concerts:

##### **Locations:**

- Waterford Campus – First General Baptist Church in Waterford - 2933 Frembes, Waterford, MI 48329.
- Troy Campus – First United Methodist Church of Troy - 6363 Livernois Troy, Michigan 48098.

**Rehearsal Schedule:** OHMI will rehearse in Waterford on Monday afternoons September 14, 2009 to May 24, 2010. The Troy branch will rehearse on Tuesday afternoons September 15<sup>th</sup> 2009 to May 25, 2010. We will have time off around Christmas, as well as the week following Easter.

**Concerts:** There are three concerts planned for each year – **attendance is mandatory.** Elementary Music Classes will demonstrate on the concert if they have something prepared. Please see the calendar in the appendix for dates & locations specific to your branch.

#### Contacting us:

**Webpage:** Our web address is [www.ohmimusic.com](http://www.ohmimusic.com).

Please check here for updated information throughout the year.

**Email Address:** [info@ohmimusic.com](mailto:info@ohmimusic.com)

**For billing/accounts:** [billing@ohmimusic.com](mailto:billing@ohmimusic.com) or 248-318-9119  
**Enrollment:** [enrollment@ohmimusic.com](mailto:enrollment@ohmimusic.com)  
**Phone:** (248) 760-7864  
**Address:** 6761 Rolling Meadow Dr., Springfield Township, MI 48350

Tuition:

**Tuition:** Oakland Homeschool Music is a tuition-based program. The tuition covers the rehearsal space rental fees, the purchasing of music, large costly instruments, business and office supplies, concert programs, directory & handbook printing, and the hiring of ensemble conductor/directors. While our costs do not change with each additional family member, we want to assist the families with more than one student involved, so there is a multiple student discount. Families that come into a hardship situation need to speak with us to make arrangements. Please see the Tuition Schedule for details. We have started a scholarship fund, and limited scholarships are available. Please call or write to request a scholarship form, or download it from the website.

**For all questions concerning your tuition questions, please contact the bookkeeper – Mrs. Clark at (248) 318-9119 or [billing@ohmimusic.com](mailto:billing@ohmimusic.com).**

**All tuition payments should sent to:**  
**Oakland Homeschool Music, Inc**  
**6761 Rolling Meadow Dr.**  
**Springfield Twsp., MI 48350**

There will be three payment plans for families to choose from:

*Plan #1* – Tuition is paid in full by the first week of class.

*Plan #2* – Tuition is paid in two equal payments. Due dates are: September 14, 2009 – OHMI Waterford, September 15, 2009 – OHMI Troy, and January 4, 2010 – Waterford, and January 5, 2010 - Troy. If you choose this plan, there is a \$5.00 per student late fee added on for payments not received by the due dates. You will receive a statement.

*Plan #3* – The tuition is divided into 6 equal payments. The first is due on the first day of class. See the chart below for the list of dates. If you choose this plan, there is a \$5.00 per student late fee added on for payments not received by the following dates. You will receive a monthly statement until your bill is paid in full.

Fall	Spring
September 14/15	January 4/5
October 5/6	February 1/2
November 2/3	March 1/2

If at any time you are having financial difficulty, or need to make alternate payment arrangements, please let us know. We will work with you to make a payment plan that fits your family.

If payments are behind & no arrangements have been made, students may not be allowed to attend class/ concerts/attend OHMI sponsored activities (Solo & Ensemble, Honors Orchestra, etc.) grades/transcripts/ formal documentation will not be given, and if there is a balance at the end of the year, they will not be allowed to re-enroll until they are current. Anyone with a poor payment history will be required to pay in full before enrolling.

Refunds:

**Tuition refunds will only be given within the first two weeks of classes.** You will be refunded the total amount paid minus a \$20/student sheet music fee because music is purchased before the start of the semester, and cannot be returned or refunded.

Fundraising:

At present, the only fundraising we do is through recycled printer cartridges, cell phones, laptops, etc., and all the money earned goes to the scholarship fund for needy families. Please bring those items in

and put them in the donation box. We are in the process of obtaining IRS 501(c)(3) tax-exempt status, which would allow all donations to be tax-deductible.

### Behavior Expectations:

It is expected that students will be cooperative, polite, and ready to learn while they are in class. They will have time before and after class to socialize with their friends. Musical ensembles are a lot of fun and very rewarding, but if there are constant interruptions nothing will get accomplished in class. Class expectations will be reviewed with the students at the beginning of the term and reiterated as needed. Students show they are ready to learn by participating, listening, following directions, playing/singing, and cooperatively working with their director, section leader, and other ensemble members.

If it is necessary to speak with a student, they will be given one warning. If they continue to be disruptive they will be asked to sit out the rest of the class and their parents will be notified. Additional measures will be taken if needed, with consultation with the parents.

Remember that we need to show our best behavior while we are in the rehearsal and concert facilities as we are guests in someone else's building.

The behavior expectations/guidelines are specified on the liability/student expectations form. Every family is required to read, understand, and sign the form to enroll in our program.

### Supplies:

Instrumental Ensembles: Students should have their instrument, music, **PENCIL** (PENS ARE **NOT** ALLOWED), and needed accessories with them for every class time. If the student shares music with a stand partner, then both are jointly responsible to have the music in class. The music assigned to the student is the property of Oakland Homeschool Music, Inc. and is his/her responsibility to take care of and return it in good condition for the next time the music is used. Missing or damaged music must be paid for by the family along with the shipping costs from the publisher or vendor.

Accessories for the student's instrument such as *rosin*, *endpin rests* (for cellos and basses), *shoulder rests* (violins and violas), cleaning supplies, *cork grease* (clarinets and saxophones), *valve oil* (brass) and other items may be required for proper playing technique and performance. Purchase and the replacement of these accessories and strings are the student's responsibility. Most local music stores will be able to provide you with the items you will need, or you may prepay your order through the school. Specialty items may also be ordered if you contact the director first and prepay the order. All supplies purchased through the school require prepayment. Attached is a list of local music stores.

Choral Ensembles: Choir folders and music are the property of Oakland Homeschool Music, Inc. It must be treated respectfully and returned in good condition. Your child will be assigned a numbered folder and its corresponding music. Any marking of the music must be done in **PENCIL** so it can be erased if needed. If the music and or the folder is lost or damaged, the student's family will be billed for replacement cost plus shipping from the publisher. Please remind your child to take good care of their music. Drawing pictures and writing comments on the music other than making notes related to the music are **NOT acceptable**. **Each choral student will use a music theory textbook or notebook.** Many choral programs are remiss in not providing instruction in music theory and sight-reading. This text covers music theory and music reading. It may be review for students who have studied piano or another instrument before, but review of knowledge is always a good thing. The textbook is to be paid for by the parents and is yours to keep.

Elementary Music Class and Elementary Chorus: have a supply list you will get from the teacher. Please have your child bring those items to class each week.

### Rehearsal Attendance:

Every member of the group is important. Band, choir, and orchestra are team efforts and require consistent teamwork. We rehearse once a week, so we only have between 9 and 14 rehearsals for each concert. **The importance of attendance cannot be stressed enough. Attendance will be taken at every rehearsal and concert.** Band/Orchestra/Choir depends on everyone being there to learn & sing/play their part for the rest of their ensemble.

We understand that students may get sick, or a family emergency may arise. Please contact us as soon as you can in these situations. *If a student misses too many rehearsals or two of the last three*

*rehearsals before a concert, the student may be asked not play/sing in that concert. The final decision is up to the ensemble director.* There will be **no** refund of tuition in this event. If your child is ill with a fever, vomiting, productive cough, diarrhea, pink eye, or anything else contagious, please keep them home. If they are recovering & not contagious, even if they have little or no voice for choir, please send them to class. They can listen and follow along with the music and participate in class, and not sing to save their voice. Again, please be sure they are not contagious and will not spread any illness. Make sure you notify the director if they have been ill.

What to bring to every rehearsal: Band/Orchestra/Choir folder, music, pencil, and for choir – theory textbook/notebook.

### Concerts/Performances:

Concerts are the culmination of our learning process in an ensemble. Concert performances are the demonstration of the work in class, and since this work is done as a group, **attendance at concerts is required** and part of the basis for skill evaluation. Each ensemble has at least 2 concerts during the 2009-2010 season. When one person is missing, then our team and our sound will be incomplete. If there is a conflict, we must be notified as soon as possible in writing and at least two weeks before the concert for an excused absence. (Not all absences may be fully excused). In unexpected emergencies, please contact us as soon as you know. See “contacting us” section.

Feel free to invite your families to attend – it will make it all the more special for your student. The December, February, and May concerts are planned with receptions following. The students will attend their regular class time for a dress rehearsal, have a break, followed by the concert at 7 pm. Parents are asked to bring 2 dozen cookies, or a veggie tray, fruit tray, cake, brownies, quick breads, crackers & cheese, etc. to the reception. OHMI will provide paper products and beverages.

### Grading:

If you would like a music grade for your child, please notify the director at the beginning of the year. The grade will be determined by the student’s participation, practice record, effort, and any formal or informal evaluation the director gives. See your student’s teacher for details.

HS students may choose to ask for Fine Arts credit in addition to a grade. If requested, please check it off on your enrollment form. Students are given 1.0 credit per music class that they complete per year. Students joining midway through the year may receive partial credit if ½ year is completed. All requirements set by the instructor must be completed in order to receive credit.

### Home Practice:

Practicing at home is the key for success in band, choir, and orchestra. Home practice reinforces skills being learned in class. The best way to practice is to develop a consistent schedule with a short practice time every day. The discipline of daily practice generates results much faster than long practice times on scattered days. Parents can demonstrate interest in their child’s music progress by having them play/sing for them, providing opportunities to play/sing for family and friends are setting up a positive and encouraging environment for their student’s home practice. The students are expected to practice at home and will be asked to document their work for their director. The ensemble director will set the final requirement of practice time expected. The general goal of 20 - 60 minutes a day, five (5) days a week would be the minimum practice time needed to see consistent musical growth and improvement for instrumentalists. Practice Records will be provided for the students to keep track of the time and the music that they are practicing.

*Choir Practice Information:* Students are expected to practice 5 days/week for 20 - 30 minutes. As the music gets more difficult that practice time may be extended. They should review their theory daily if it is new information, or 1-2 times/week if it is review for them. Then they should practice good posture & technique and do vocal warm-ups, followed by the songs being learned. Students will be given a practice record to fill out with times, what they practiced, and parent signature. They should be returned monthly at the first rehearsal of the month. If they are ill and cannot sing, write “ill” in the box. If they are well enough to do the theory work they should and can also listen to the practice tape and “sing in their head”. The students can learn just by listening. Encourage your child to sing for you once/week, or for grandparents, etc. when they come for a visit.

*Choir Practice CDs:* are available for \$3 for the year. It will have a few warm-ups, their voice part, and the accompaniment to the songs we are working on. They should use this CD during practice time.

### Concert Dress:

Details for the individual ensembles follow:

Elementary Music Class/Young Strings: should wear a nice outfit they have. Boys should wear long pants and a collared shirt – ties are optional. Girls should wear a skirt & blouse or a dress.

Beginning Band, Beginning Orchestra, Elementary Chorus, Intermediate Band and Intermediate Orchestra, Guitar Class: should wear the OHMI shirt/blouse with black pants with black socks and shoes or black skirts (knee length or longer) with black hose and black shoes.

Concert Band, Philharmonic Orchestra, and MS Chorus: should wear the OHMI shirt/blouse with black pants, black socks and shoes, or black skirts (knee length or longer) with black hose and black shoes.

Concert Choir, Advanced Choir, Wind Symphony, and Symphony Orchestra: ladies will wear their Concert Dresses, and gentlemen the tuxes. These will be provided by OHMI, and the students will be required to maintain them and return them in good condition at the end of the year. Parents will pay a \$30 rental/cleaning fee per year. If damaged, the student/parents are responsible for the replacement cost of the outfit. If you are in 2 ensembles requiring concert attire (ex: Concert Choir & Symphony), the cost is \$40/year.

### Private Lessons:

Private lessons are strongly encouraged and provide an opportunity for the student to work with a master teacher on their instrument/voice. Lessons are focused on the student's individual growth and skills rather than the ensemble's growth. Cost varies between teachers. Lessons are normally from 30 to 60 minutes long on a weekly basis. Please contact the director for more information about private lessons and recommended teachers. Vocal lessons are not recommended or necessary until the student reaches high school age or their voice changes.

### New students:

New students adding during the school year will be allowed to join the ensembles at the specified times:

Young Strings Class - adding mid-year is up to the teacher's discretion.

- Beginning Band and Orchestra, Guitar only in the first four weeks of class.
- Elementary Music Class and Elementary Chorus after each concert.
- Intermediate Band & Orchestra by audition at the semester break.
- Concert Band, Philharmonic Orchestra, Concert Choir, MS Choir, Advanced Choir, Wind Symphony and Symphony Orchestra by audition following each concert.

### Parent Tips for Student Improvement:

- Have your child play/sing their music for you once a week.
- Set up a consistent time and place for practicing.
- Encourage performing at every chance possible.
- Be supportive.
- Participate in an ensemble yourself!

### Parent volunteers:

As OHMI has grown, the Board identified the need to have more volunteer participation from our families. The amount of "behind the scenes" work that goes on to keep OHMI running and develop OHMI into a quality educational program is tremendous. The amount of time put in at home on non-music/educational related tasks by the directors is considerable. To help our directors out, the Board decided to ask all families participating in OHMI to volunteer some time to assure that OHMI runs smoothly. There are many different areas with many different time commitments – pick one that best fits your family's schedule.

All volunteers will report to the OPUS director who will be coordinating our volunteers. For families who do not participate, there is an additional tuition charge. This is not to discourage you from being part of OHMI, but to encourage you to volunteer! We want your help more than your money. If everyone pitches in a small amount of time, everyone benefits. Please contact the chairperson of OPUS (OHMI Parents United to Serve) from your branch if you have any questions. OPUS directors communicate with parents via phone & email.

### Getting involved:

You as the parent do not have to be “musical” to encourage your child in their study of music. Ask them each week what they are learning about, check their assignments for theory homework (choir), what music they are working on, encourage them to listen to music other than what they are singing/playing – including instrumental or vocal music – and play music while they are playing or in the car. Take them to concerts – which do not always have to be formal – many townships have “Concerts in the Park” during the summer that are free. Check out CD’s from the local library to listen to. Listen to different styles of music – each culture has a different style. Come to their concerts and encourage their efforts, especially if they are having a hard time in an area. Consider an instrument if your child shows an interest in playing one or joining choir if they like to sing. We encourage all of our students to “cross over” and take an instrument, or sing in the choir. It will make them a better, well-rounded musician. Children naturally want their parents approval and will be delighted that you are interested in their music.

### Waterford

#### Class dates:

September 14, 21, 28  
October 5, 12, 19, 26  
November 2, 9, 16, 23, 30  
Concert: December 7, 2009

January 4, 11, 18, 25  
February 1, 8, 15, 22  
Pre-Festival Concert: February 26, 2010

March 1, 8, 15, 22, 30  
April 12, 29, 26  
**Spring Break 4/5 - no classes**  
May 3, 10, 17  
Concert: May 24, 2010

### Troy

#### Class dates:

September 15, 22, 29  
October 6, 13, 20, 27  
November 3, 10, 17, 24  
December 1, 8  
Concert: December 15, 2009

January 5, 12, 19, 26  
February 2, 16, 23  
**Shanghai quartet 2/9 - no regular classes**  
Pre-Festival Concert: February 26, 2010

March 2, 9, 16, 23, 31  
April 13, 20, 27  
**Spring Break 4/6 - no classes**  
May 4, 11, 18  
Concert: May 25, 2010

Music Store List

\*String Instruments only

Annie's Music	2646 S. Rochester Rd. Rochester Hills	248-853-5777	supplies and music only
Baroque Violin Shop	*Monroe, MI  Provides service throughout our area	734-240-3428	Rent/Purchase stringed instruments, supplies, & music. <a href="http://www.baroqueviolinshop.com">www.baroqueviolinshop.com</a> <a href="mailto:baroqueviolin@hotmail.com">baroqueviolin@hotmail.com</a>
McCourt's Music Center	3040 Sashabaw Road Waterford  3020 W. 12 Mile Rd. Berkley, MI 48072	248-673-7500  248-546-4300	Rent/Purchase stringed and wind instruments, supplies, & music. <a href="http://www.mccourtmusic.com">www.mccourtmusic.com</a>
Psarianos Violins *	79 E. Maple Troy	248-689-8424	Rent/Purchase stringed instruments, supplies, & music.
Shar Music Products *	2465 S. Industrial Hwy. Ann Arbor	800-248-7427	Purchase stringed instruments, supplies, & sheet music & books; discount store and catalog <a href="http://www.sharmusic.com">www.sharmusic.com</a>