



VILLA MARIA ACADEMY

MUSIC ENRICHMENT HANDBOOK

FOR :BAND, CHOIR, GUITAR,  
HANDBELLS, PIANO, AND STRINGS

## Villa Maria Band Program

### About the teacher



Mr. Benjamin Hemsley

BM-Berklee College of Music

Music 1-5, Band, Orchestra

bhemsley@villamaria.org - Preferred contact

1-610-644-4864

<http://moodle.villamaria.org/> - "BAND"

### Instruments Offered

Lessons on Trumpet, Trombone, Baritone Horn, Tuba, French Horn, Flute, Oboe, Clarinet, Bass Clarinet, Saxophone, and Percussion are offered to students in grades 4-8.

### Method

At Villa Maria Academy, we use the Standard of Excellence method for band instruments. This method has been developed over many years and in my opinion offers the best path for beginning musicians.

## Lessons

### Lessons

A total of 27 lessons (half hour in length) that are generally group lessons (some make up lessons may be one on one, as well as special circumstance lessons). Group lessons on band instruments are beneficial for young learners because they encourage ensemble awareness, expose students to a range of techniques, and encourage true learning as opposed to simple rote memorization.

### Lesson Times

A student's lesson will take place on the same day each week, and rotate through the school day so the student does not miss the same class each week.

Lessons take place in the blue music room.

Each student, teacher, and parent receives a copy of the lesson schedule. A copy will also be posted in the blue music room. Students are expected to know when their lesson is scheduled, and report in a timely manner.

### Lesson Times that occur outside of academic time

Non-Rotating lesson times are available by special request and are available solely at the discretion of the teacher.

### Commitment

We believe in teaching the important quality of honoring commitments. Therefore, participation in lessons is a year-long student commitment.

### Fees for lessons

The fee for the Band Program for the 2011-2012 School year is \$600.00 for the year.

### Missed lessons and Make-up lessons

Make up lessons are given for any of the following reasons

- Inclement weather
- Teacher absence / In service day / Holy Day / Holiday
- School wide event
- Student illness (please notify teacher via email)
- General Student absence (notified in advance so that the teacher may accommodate)
- Testing

We are sorry but we cannot offer make up lessons for forgotten instruments and forgotten lessons. We understand that remembering an instrument and lesson time each week can be tough, so we help by trying to keep your daughter's lesson on the same day each week, if possible, by sending reminders via email each week about lesson times, and posting the lesson time slots in the music hallway on a colorful, bright poster with large text that displays your daughter's first initial and last name.

### Materials

#### Instruments

Each student participating in the program is expected to have an instrument of her own. At this time, Villa Maria Academy does not provide instruments to the students for use. We suggest renting if an instrument is not already owned, and we have a rental company that we highly recommend: Menchey Music Company. ([www.mencheymusic.com](http://www.mencheymusic.com)). Please see the attached flier at the end of this packet.

Please do not rent an instrument before speaking with the teacher!

#### Books and other Materials

Each student is required to have the following:

- Lesson Book, (name and level provided by the teacher), purchased by the parent
- Sharpened pencils for each lesson
- A folder in which to keep items (provided by the teacher)
- Ensemble Music (provided by the teacher)

The teacher will contact parents via email with book and miscellaneous material information once registration for the program is complete

## Performance Opportunities

### Concert Band

Students in Grades 4-8 will be admitted to the Concert Band after at least 4 months of well attended lessons, and recommendation by the teacher. The Concert Band performs at the Winter Concert and the Spring Concert, as well as the National Catholic Band Association Festival. Rehearsals for the Concert Band take place in the Blue Music Room on Tuesday and Thursday mornings from 7:45 am until 8:30 am. In the Spring, all members are asked to join the VMA Symphony, which performs at the Spring Concert alongside the Band. Rehearsals will take place Friday Mornings from 7:45 am until 8:30 am. It is extremely important for the integrity of the group that all members are present at each rehearsal, therefore, once invited to join both the Concert Band and the Symphony Orchestra, all students are expected to attend each rehearsal.

Some students in Concert Band may be invited to do one of the following. These opportunities are based on musical maturity and level, and will be by invitation of the Band Director. Participation is voluntary.

- VMA Liturgy Ensemble
- VMA Jazz Band
- VMA Percussion Ensemble (open to all students 5<sup>th</sup> grade and up)
- Archdiocesan Honor/Festival Band (by audition only)

### Beginning Band

Students in grade 4 may join Beginning Band. This group rehearses Wednesday mornings from 8:00am to 8:30am in the blue music room, usually beginning in early November. It is extremely important for the integrity of the group that all members are present at each rehearsal.

Some students in Beginning Band may be asked to perform with the Concert Band. This is based on musical maturity and level, and will be by invitation of the Band Director. Participation is voluntary.

### Non-Lesson Students and Participation in Ensembles

Students who do not take lessons at Villa Maria Academy are welcome to join any one of our above ensembles as an equal member. The qualifications are as follows:

- She must be able to read music
- She must commit to participation for the entire year
- She must commit to preparing all of her music on her own, and with her private teacher

\*If your daughter is unable to attend any scheduled rehearsal due to illness, please email the instructor prior to rehearsal.

### Extended Rehearsals

Before a major performance (Winter Concert, Spring Concert) additional practices may be scheduled. Please see the schedule of events at the back of this pamphlet for a list of important dates, including extended rehearsal dates.

### Leadership Opportunities

Each year a Band President, Vice President, and Equipment Manager are elected by the members of the band.

These positions are considered honors, and the holders of these positions are expected to act as examples to the rest of the ensemble.

### Communication

Mr. Hemsley communicates through his email which is: [bhemsley@villamaria.org](mailto:bhemsley@villamaria.org)

If you have any questions or concerns or require clarification of any of the above or other aspects of this program, please feel free to email the instructor at any time.

The type of scheduled communication you can expect from the instructor is as follows:

- Weekly lesson reminders/schedule
- Concert particulars such as attire, call time, end time, etc.
- Periodic updates on your daughter's progress
- Periodic articles, videos, musings on items related to band and being the parent of a band student

Band also has a moodle page. On this page you'll find this document, updated lesson schedules, materials list, concert music, fun links and more.

## Villa Maria Choir Procedures

Membership in the Villa Maria Academy Choir is a yearly commitment. The fee for the Choir Program is \$100.00 for the year.

Membership includes students in grades 4 through 8.

Rehearsals are Thursday during Lunch/Recess.

Rehearsals for Grades 4 & 5 are 12:35 to 1:00 in the Projection Room during Lunch/Recess.

Rehearsals for Grades 6-7-8 are 1:05 to 1:30 in the Projection Room during Lunch/Recess.

Before a major performance (Christmas Pageant, Catholic Schools Week Liturgy, Spring Concert) additional practices may be scheduled.

Additional practices are scheduled for Tuesday during Lunch/Recess.

One after school practice for each major performance or event will be scheduled from 3:30 to 4:45. This date will be published on the Web Page in the school calendar under Fine Arts at least two months prior to the rehearsal. Notice of the upcoming after school practice will be given verbally to the choir members.

Solo singers for Liturgies or Concerts will be chosen from Choir Members. Solo singers will practice before school from 7:50 to 8:10 or after school from 3:30 to 3:50. Individual arrangements will be made to accommodate those involved.

Solo singers are selected through audition. This is strictly voluntary.

Choir members are expected to attend all choir rehearsals. Should an unforeseen event occur, it is expected that the parent or the child inform the moderator before the 8:15 school bell.

The additional after school rehearsal for major concerts or events will be mandatory. Since there are two choirs, Junior & Senior, this is the rehearsal to combine our efforts, fine-tune our sound, synchronize our movements, and attend to specific details. It is extremely important for the integrity of the group that all members are present.

The Archdiocesan Choral Festival held in late February or early March is open to only 3 Choir Members. Rules are sent by the Archdiocesan Choral Festival Committee. These participants are either in Grades 5 or 6 and are selected through audition and dedication to the VILLA program.

Additional information or answers to your questions may be directed to Sr. Margaret, the Choir Moderator. Her e-mail address is [mlogrip@villamaria.org](mailto:mlogrip@villamaria.org).



## Villa Maria Guitar Lessons

Guitar lessons are available for girls in grades 3 – 8. Lessons are in Room 13 (across from the cafeteria).

The cost of lessons is \$750.00 for 27 private half hours throughout the school year. You will be billed \$375 plus books two times a year.

Lessons are on Fridays during the school day. Lessons rotate each week so that the girls do not miss the same class two weeks in a row. Before and after school lessons are also available at the same time each Friday.

Schedules are posted in Room 13 and distributed to all the teachers on Friday afternoon for the upcoming week.

Students are expected to bring their music and instrument each lesson day. However, school does have a few guitars which the girls are able to use for their lessons if they are unable to bring their own on a particular day.

The girls are able to perform in the Eucharistic Liturgies when they reach a certain skill level. They also can play in Jazz Band if they are chosen after an audition.

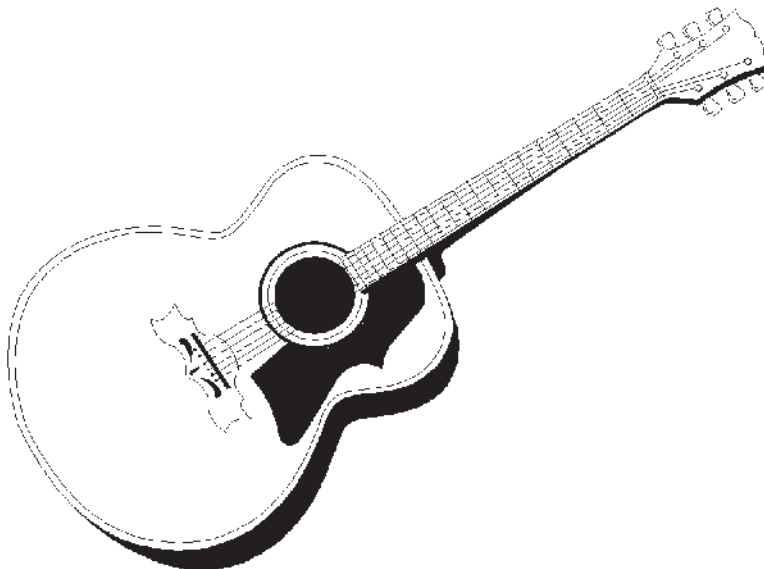
All girls perform in a guitar orchestra recital with the guitar students from Upper Villa each spring.

If you have any additional questions please contact me.

Dominic Mastrangelo

(h ) 610 269 7052

[mrdmguitar@verizon.net](mailto:mrdmguitar@verizon.net)



## Villa Maria Handbells Program

### About the teacher

Miss Christine Mello  
BS-Temple University, MM-Temple University  
Music K, 6-8, Handbells, Strings

[CMello@VillaMaria.org](mailto:CMello@VillaMaria.org) - Preferred contact

1-610-644-4864

<http://moodle.villamaria.org/> - "HANDBELLS AND TONECHIMES"

### The Handbell Choir

The Handbell Choir is an instrumental choir consisting of up to 11 students and is open to students in grades 4-8 (3<sup>rd</sup> grade by special appointment only). Students do not need prior experience, or musical experience to participate.

### Leadership Opportunities

Each year a Handbell President and Vice President are selected by the instructor. This honorable appointment, made by Ms. Mello, is based on student leadership, dedication to the growth of the Handbell Choir.

### Commitment

We believe in teaching the important quality of honoring commitments. Therefore, participation in Handbells is a yearlong commitment.

### Fees for Participation

The fee for the Handbell Program for the 2011-2012 School year is \$150.00. The fee is \$100.00 if the student participates in other Music Enrichment opportunities such as Strings, Guitar, Band, Piano or Choir.

### Materials

No materials are required for participation in Handbells. The students will be provided access to a four octave set of handbells for use at rehearsals, materials pertaining to those handbells, gloves for performances, and music.

### Performance Opportunities

#### Rehearsals

Rehearsals take place each Wednesday Morning in the Music Studio located just outside of the Cafeteria from 8:00 am until 8:30 AM. Handbell President and Vice President are asked to arrive at rehearsal at 7:50 to begin setting up the bells for the choir. Students do not need to bring any materials to rehearsal. Materials are provided.

The VMA Handbell Choir performs at the following school functions:

VMA Family Mass and Picnic  
The Christmas Pageant  
Various VMA School Liturgies  
May Procession and Liturgy  
The Spring Concert

\*The creation of an Elementary Dioceses-wide Festival Handbell Choir is being currently considered by the Archdioceses of Philadelphia. If granted, participation will be likely.

### Extended Rehearsals

Before a major performance (Christmas Pageant, May Procession and Liturgy and Spring Concert) additional practices may be scheduled. Please see the schedule of events at the back of this pamphlet for a list of important dates, including extended rehearsal dates.

### Communication

Ms. Mello communicates through her email which is: [cmello@villamaria.org](mailto:cmello@villamaria.org)

If you have any questions or concerns or require clarification of any of the above or other aspects of this program, please feel free to email the instructor at any time.

The type of scheduled communication you can expect from the instructor is as follows:

- Concert particulars such as attire, call time, end time, ect.
- Periodic articles, videos, musings on items related to handbells and being the parent of a handbell student

Handbells also has a moodle page. On this page you'll find this document, updated lesson schedules, materials list, concert music, fun links and more. The password to enter is: mellocello

# Villa Maria PIANO LESSON Procedures & Policies

2011~2012

## GENERAL INFORMATION & PROCEDURES

1) Eligibility: Piano lessons are offered to all students in grades K-8.

2) Available Lesson Times: Private lessons are offered

Before School: Monday to Friday (7:45-8:15/8:15-8:45 AM)

During Lunchtime Recess: Monday to Friday (K~2: 12:00-12:30/Gr3~5: 12:30-1:00/Gr6~8:1:00-1:30 PM)

After School: Tuesday & Wednesday (3:00-3:30/3:30-4:00/4:00-4:30/4:30-5:00 PM)

3) Fee: \$750.00 for the year (checks should be made payable to the instructor directly). 27 lessons will be scheduled for each student. One 30-minute individual lesson per week. (□ Fees for the Piano Books will be billed separately).

Payment Options: Option 1: Payment in full will be due at the first scheduled lesson in September.

Option 2: First 50% due at the first scheduled lesson in September

Second 50% due at the first scheduled lesson in January

If there is time for additional lessons at the end of the school year, the student has the option to take additional lessons at the cost of \$28 per lesson.

4) Registration Due Date: Wednesday, September 14, 2011

5) Lesson Registration:

Returning students from the previous school year: Lessons are scheduled based on students'

preferences. Lesson schedules will be emailed to parents by 9/11/2011

New Students: Registrations are accepted on a first-come, first-served basis. Lesson schedules will be

emailed to parent by 9/17/2011

6) First Lesson: Lessons begin the week of September 19, 2011

7) Performances: The annual piano recital is held on *Sunday, April 29, 2012, at 1:00PM.*

(Group rehearsals will be scheduled on Friday, April 20. Time: TBD)

Participation in some first Friday Liturgies (3 student pianists will be selected)

8) Piano Instructors: Ms. TZ Shan Huang ( [vma\\_piano@yahoo.com](mailto:vma_piano@yahoo.com) )

Ms. Annie Huiting Lai ( [vma\\_pianoannie@yahoo.com](mailto:vma_pianoannie@yahoo.com) )

## POLICIES

1) Instrument & Practice: Every student needs a properly maintained and tuned piano for practice.

Keyboards (at least 76 keys) are acceptable for first year piano students. A minimum of 15-20 minutes of practice per day is recommended.

2) Attendance:

a) Students should be on time for their scheduled lessons with all their music books. If a student is late for a lesson, she will lose the time she is late for. \*Any student who forgets to come to a

lesson forfeits that lesson.

b) Cancellations: Students should notify the instructor of a lesson cancellation in advance due to any reasons (including illness, vacations, sport events, school activities).

c) Missed lessons: Missed lessons with an advance notice will be made up. However, there will be maximums of 3 cancellations per school year. (excluding missed lessons due to weather related school closings). \*Missed lessons without notice will NOT be made up.

d) Snow Day: If the school is delayed for 1 hour or 2 hours, lessons which are scheduled in the morning will be anceled, and lessons will be rescheduled for a later date (during school hours). If the school is closed due to snow storm or other reasons, lessons scheduled on that day will be made up at a later date (lessons will be rescheduled during school hours. Those who prefer not to be pulled out from class, make-up lessons will be scheduled in the month of May).

3) Payment: Lessons will not begin until payment is received.

4) Withdrawal & Refund Policy:

Payment Option 1 (one full payment):

Withdrawal prior to the 4th scheduled lesson in the fall: 75% tuition refund

Withdrawal after the 4th scheduled lesson in the fall: 50% tuition refund

Withdrawal prior to the 4th scheduled lesson in January: 25% tuition refund

Withdrawal after the 4th scheduled lesson in January: no refund

Payment Option 2 (two installments):

Withdrawal prior to the 4th scheduled lesson of the term: 50% tuition refund

Withdrawal after the 4th lesson of the term: no refund

# Villa Maria String Program

## About the teacher



Miss Christine Mello  
BS-Temple University, MM-Temple University  
Music K, 6-8, Handbells, Strings

[CMello@VillaMaria.org](mailto:CMello@VillaMaria.org) - Preferred contact

1-610-644-4864

<http://moodle.villamaria.org/> - "STRINGS"

## Instruments Offered

Lessons on Violin, Viola, and the Cello are offered to students in grades K-8, Upright Bass (and opportunities for Electric Bass) are offered to students in grades 4-8. (This is due to the size of the instrument)

## Method:

At Villa Maria Academy, we use the Sassmannshaus Tradition for Violin, Viola and the Cello. This method was developed by Kurt

Sassmannshaus, Chairman of the Cincinnati Conservatory of music and relies heavily on ergonomic playing, note reading and aural listening skills. We do not teach the Suzuki Method. To read more about this method, please see: <http://www.violinmasterclass.com>. For students studying Upright Bass, we use the very same method, but in a different book. Students of Upright Bass learn to hold the bow in the modern French style which is the standard style for bassists in North America.

## Lessons

### Lessons

A total of 27 lessons (half hour in length) that are one (student) on one (teacher). Some lessons (very few) may be taken in groups of 2 to 4 for the purpose of learning to perform in an ensemble setting. This group setting is at the sole discretion of the teacher.

### Lesson Times

Lessons take place on continued days (for example, a student may generally take her lesson on Mondays only, if the school week is regular) and rotate throughout the school day so that the student does not miss the same class each week.

In school lessons take place on the following days: Monday, Tuesday, Thursday, Friday.

All lessons take place in the Green or Blue music room.

Students in grades K-2 who receive rotating lessons will be met in their classroom by Ms. Mello. Students in grades 3-8 are expected to arrive at the lesson location at the start of their lesson time.

### Lesson Times that occur outside of academic time

Non-Rotating lesson times are available to students upon special request, and will be considered by the strings teacher and the classroom teacher based on academic need and performance. All requests for non academic time

lessons will be considered.

The following non-academic time lesson slots are available:

Lunch recess available lesson times for students in grades 3-8 on the following days: Tuesday, Thursday.

Before School Lessons available (7:30-8:00, 8:00-8:30): Thursday, Friday

There are no after school lessons available at this time

\*Requests for early morning, recess time lessons, and static (non-rotating) academic time lessons are accepted, and will be considered by the strings teacher and classroom teacher based on academic need and performance.

### Commitment

We believe in teaching the important quality of honoring commitments. Therefore, participation in lessons is a year-long student commitment.

### Fees for lessons

The fee for the String Program for the 2011-2012 School year is \$750.00 for the year which is \$27.77 for each lesson.

### Missed lessons and Make-up lessons

Make up lessons are given for any of the following reasons

- Inclement weather
- Teacher absence / In service day / Holy Day/ Holiday
- School wide event
- Student illness (please notify the teacher via email)
- General Student absence (notified in advance so that the teacher may accommodate)
- Testing

We are sorry but we cannot offer make up lessons for forgotten instruments and forgotten lessons. We understand that remembering an instrument and lesson time each week can be tough, so we help by trying to keep your daughter's lesson on the same day each week, if possible, by sending reminders via email each week about lesson times, and posting the lesson time slots in the music hallway on a colorful, bright poster with large text that displays your daughters first initial and last name.

### Materials

#### Instruments

Each student participating in the program is expected to have an instrument of her own. At this time, Villa Maria Academy does not provide instruments to the students for use. We suggest renting if an instrument is not already owned, and we have a rental company that we highly recommend: Menchey Music Company. ([www.mencheymusic.com](http://www.mencheymusic.com)). Please see the attached flier at the end of this packet.

- Violin and Viola: Students are asked to bring their instrument to school on the day of their lesson and the day of rehearsal
- Cello: A  $\frac{3}{4}$  sized cello is available for the students to use on the day of their lesson, students are asked to bring their cello to school on the day of rehearsal. If your daughter rides the school bus and this presents a problem, please contact the strings teacher to discuss.
- Bass: Students do not need to bring their bass to school on the day of their lesson, or for rehearsals at this time.

The teacher will contact parents via email with rental and sizing information once registration for the program is

complete.

### Books and other Materials

Each student is required to have the following:

- Lesson Book, name and level provided by the teacher, purchased by the parent
- Progress book, level provided by the teacher, purchased by the parent
- Sharpened pencils for each lesson
- A folder
- Students in grades K-5: A “Practice Time Card”, provided by the teacher, filled out by the parent each week.
- Miscellaneous items pertaining to the specifics of an instrument (for example, a shoulder rest for the violin, an end pin stopper for the cello – some of these items may be provided with the rental from the rental company)
- Ensemble Music (provided by the teacher)

The teacher will contact parents via email with book and miscellaneous material information once registration for the program is complete

### Performance Opportunities

#### Senior String Orchestra

Students in Grades 4-8 will be admitted to the Senior String Orchestra. The Senior String Orchestra performs at the Winter Concert and the Spring Concert. Rehearsals for the Senior String Orchestra take place in the Blue Music Room on Monday mornings from 7:45 am until 8:30 am. In the Spring, all Senior Strings are asked to join the VMA Symphony, which performs at the Spring Concert alongside the Band. Rehearsals will take place Friday Mornings from 7:45 am until 8:30 am. It is extremely important for the integrity of the group that all members are present at each rehearsal, therefore once invited to join both the Senior String Orchestra and the Symphony Orchestra, all students are expected to attend each rehearsal.

Some students in Senior Strings (Grades 5-8) may be invited to do one of the following. These opportunities are based on musical maturity and level, and will be by invitation of the strings teacher. Participation is voluntary.

- VMA Liturgy Ensemble
- Archdiocesan String Orchestra

#### Junior String Orchestra

Students in Grades K-3 will be admitted to the Junior String Orchestra. The Junior String Orchestra performs at the Spring Concert. Rehearsals take place four weeks before the Spring Concert from 8:00am until 8:30 am in the Projection Room. It is extremely important for the integrity of the group that all members are present at each rehearsal, therefore once invited to join both the Senior String Orchestra and the Symphony Orchestra, all students are expected to attend each rehearsal.

Some students in Junior Strings may be asked to perform with the Senior Strings. This is based on musical maturity and level, and will be by invitation of the strings teacher. Participation is voluntary.

### Non-Lesson Students and Participation in Ensembles

Students who do not take lessons at Villa Maria Academy are welcome to join any one of our above ensembles as an equal member. The qualifications are as follows:

- She must be able to read music

- She must commit to participation for the entire year
- She must commit to preparing all of her music on her own, and with her private teacher

\*If your daughter is unable to attend any scheduled rehearsal due to illness, please email the instructor prior to rehearsal.

### Extended Rehearsals

Before a major performance (Winter Concert, Spring Concert) additional practices may be scheduled. Please see the schedule of events at the back of this pamphlet for a list of important dates, including extended rehearsal dates.

### Leadership Opportunities

Each year a String Orchestra President, Vice President and Secretary are selected by the instructor. This honorable appointment, made by Ms. Mello, typically consists of 8<sup>th</sup> grade leaders and is based on student leadership, and an interest in the growth of the Strings Program.

## Communication

Ms. Mello communicates through her email which is: [cmello@villamaria.org](mailto:cmello@villamaria.org)

If you have any questions or concerns or require clarification of any of the above or other aspects of this program, please feel free to email the instructor at any time.

The type of scheduled communication you can expect from the instructor is as follows:

- Weekly lesson reminders/schedule
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Strings also has a moodle page. On this page you'll find this document, updated lesson schedules, materials list, concert music, fun links and more. The password to enter is: mellocello

Music Enrichment Calendar

2011-2012

September 13 - Instrument Petting Zoo and New Parent Meeting - 7:00pm

September 14 – Registration Forms Due

September 15 – First Band Rehearsal – 7:45 to 8:30

September 15 – First Choir Rehearsal – Lunch/Recess

Week of September 19 – Private/Group Music Lessons begin

(Band, Guitar, Piano, String)

September 28 – First Hand Bell Rehearsal – 8:00 to 8:30

October 3 – First String Ensemble Rehearsal – 7:45 to 8:30

October 19 – First Beginning Band Rehearsal – 7:45 to 8:30

December 1 – Christmas Pageant Choir Rehearsal – 3:30 to 4:45

December 15 – Christmas Pageant – 1:30 & 7:30

January 12 – Winter Concert – 1:30 & 7:30

February 2 – First Symphony Orchestra Rehearsal 7:45 to 8:30

February 7 – Music Picture Day for Choir, Guitar, Piano – 9:00 to 1:30

February 28 – Music Picture Day for Band, Hand Bells, Strings – 9:00 to 1:30

April 29 – Piano Recital – 1:00 pm

May 1 – Spring Concert Rehearsal 1:15 to 2:50 & 3:30 to 4:45

May 3 – Spring Concert 1:30 & 7:00