



Parent Handbook 2022-2023

Welcome to the Friends in Music Program and hopefully a lifetime of music making! FIM is a community initiative of the Central Kentucky Youth Orchestras and our mission is to help your child be successful in music by equipping them with as many opportunities as possible. We are incredibly excited to be working with you this school year and hope you will find your experience a rewarding one. Please take the time to read through our handbook and return the forms. If you have any questions do not hesitate to contact us!

Contact Information

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Program Overview

The main goal of Friends in Music is to offer free lessons to students at Leestown and BSMS by the CKYO mentors. Most of the mentors are high school students who have successfully auditioned into the top orchestras with the Central Kentucky Youth Orchestra. We have also recruited some other advanced musicians from area high schools. These students are some of the best musicians in the state of Kentucky. They can offer a lot of knowledge about music and create a positive mentoring partnership with your student.

COVID Statement

We will follow the same guidelines set by FCPS since we will be meeting at school. We will keep students in the same groups each week as much as possible. Use good judgement if a student isn't feeling well and keep them home when necessary.

Weekly Meetings

Friends in Music meets Mondays at BSMS and Wednesdays at Leestown from 4:00-5:15 each week. Our meeting will roughly follow this schedule each week:

- Snacks and Fun Activity with Mentors
- Small Group or Private Lessons with Mentors

Student Benefits

Students are given many added benefits for being involved in the program. Along with the free instruction from CKYO mentors, students can also receive:

- Scholarships for private lessons
- Free tickets to CKYO concerts
- T-shirts
- Ability to perform at FIM recitals
- Ability to perform at CKYO events and concerts
- Extra help sessions with FIM teachers

Student Requirements

In order to participate in Friends in Music:

- Students must be enrolled in orchestra at Leestown or BSMS.
- Students must complete a registration and policy form.
- A \$25 program fee is requested to help cover costs. A waiver form is available if needed.

Attendance

Students are asked to attend all FIM meetings after school. Students are assigned a specific mentor and the program works best if the teacher/student pairing is always the same. The mentors rely on their students being there each week. We understand an occasional absence, however, if a student is repeatedly late or absent, he or she may lose lesson scholarships if they have one. Communication is key if conflicts do arise. Please fill out the absence form as soon as possible if you need to be absent. We will also work with sports schedules, usually trying to accommodate shared attendance.

Unless in the case of emergency, **students should complete the absence form the night before if they cannot attend FIM that week.** This will help eliminate down-time when scheduling.

Other required FIM events include (dates included at end):

- Fall Recitals
- Spring Recitals
- CKYO Finale Concert
- Picnic & Awards

Pick-up Procedures

Students will be released at 5:15 p.m. to the front of the school for pick-up. Parents will need to be in front of the school at that time to pick up their student. We ask you to please be considerate of our staff members' time.

- FIM teachers are NOT allowed to leave your child at the school until you arrive.
- Students must be picked up no later than 15 minutes after the end of the meeting. CKYO could charge a \$10 fine for every 5 minutes thereafter that a staff member waits with a student for a ride.
- Parents who are continuously late will be contacted by the FIM director. Repeat offenders could be asked to leave the program.
- Families are also responsible for transporting students to and from FIM concerts and activities.
- Communication is key! Please talk to the FIM Director or classroom teacher if you need assistance in this area.

Communication

Communication is very important in order for the Friends in Music Program to run smoothly each week. There are several forms of media that we use to keep everyone in the loop:

- Email-- fimckyo@gmail.com
 - Important newsletters, forms, and music will be sent via email newsletters. Please read carefully. Check your junk/promotions folder if you haven't received an email.
- REMIND
 - If you list a cell phone number, we will send text reminders via remind for important information and reminders
- CKYO Website- www.ckyo.org
 - You can find great information on this website about our programs and orchestras. This will be the go-to place for audition information if interested.
- Facebook-@CKYOFriendsinMusic
 - We will also try to post reminders about upcoming events, due dates, and even pictures from our events! Be sure to like our page.

Student Expectations

These student guidelines will help FIM run more smoothly and ensure everyone is able to learn.

- Be prepared by having your instrument and music ready to go each week.
- Follow directions in large group time and clean up your trash.
- Go to lesson groups quickly and do not wander the halls.
- Be ready to learn from the mentors. Follow their instructions carefully.
- Spend some time practicing each week on your FIM music.
- Clean up your area when you are done. Put away chairs and stands.

Free CKYO Concerts

Friends in Music students will receive 4 free tickets to every CKYO Concert! Links to these tickets will be sent via Email and Remind. Students will be given a "coupon code" for their free tickets. Students should pick up an extra concert program and turn it in to Mrs. Howard for a treat!!

Private Lessons

In addition to the work with the mentors, FIM offers private lessons with music educators to all of our students. Private lessons are extremely valuable in helping students become more successful on their instrument. We believe it is a fundamental aspect of our program.

Although it is not required, all students participating in the FIM program will be *strongly encouraged* to take private lessons throughout the school year.

- Students with an existing private teacher may simply show documentation of their lessons.
- We will work with every family to help figure out how to obtain lessons, and in many cases, provide scholarships for them.
- Friends in Music has a group of teachers willing to provide lessons at the reduced rate.
- Many of our teachers will teach lessons during the child's orchestra class. If we cannot accommodate your student during class with the right teacher, we will work hard to find a time that is easy for your family.
- FIM will have 24 lessons during the school year. Lessons will begin towards the end of September.

Private Lesson Options & Costs

The number of students taking lessons with Friends in Music has grown immensely over the last few years. However, the number of available private teachers in the area has seemed to get smaller each year. We have had to restructure in order to solve this issue.

In addition to our more experienced private teachers, we are partnering with local universities to hire music education majors to teach some of our private lessons. These lessons will be offered at a lower rate for our families. Our training educators (Friends in Music Fellows) will be coached by the program director which will help our FIM students but also allow our teachers to gain valuable teaching experience and guidance. Our program director will match students with their private teachers based on ability level and availability.

Lessons costs will range from \$10-12.50 for 20 minute lessons or \$20-25 for 40 minute lessons.

- 20 minute lessons will consist of posture work, scales, finger patterns, shifting, and the development of new skills. Work on solos will primarily be left to the mentors during FIM.
- 40 minute lessons will consist of the above skills but also include more time to prepare for solo & ensemble, honors orchestra, and CKYO auditions. Advanced students should utilize this option.

My Music Staff & Lesson Payments

- We will be utilizing My Music Staff this year for our lesson management. Families will be able to use the system to:
 - See a calendar of lesson dates
 - Communicate with the child's teacher
 - See notes from the student's lesson
 - Pay for Lessons online
- Money should not be handled by students and teachers at school per FCPS guidelines. All lesson payments will be handled through My Music Staff online or mailed to the CKYO office.
- Families can pay for lessons in one lump sum or make monthly payments.
- More information will be given about My Music Staff after lessons have been scheduled and scholarships have been given.

Lesson Scholarships

- In order to obtain a lesson scholarship, students must complete the scholarship application.
 - CKYO will ask for some brief financial data.
 - We will also ask how much each family believes they can afford.
- Scholarships are awarded on a first come, first serve need basis.
- **Half Scholarships are most commonly awarded** since the lessons are already taught at a reduced rate. Please note the chart for examples of total lesson costs and scholarship amounts.

Scholarship Payment Examples

20-minute lessons- FIM Fellow		
Total Cost:	\$240	\$30 over 8 monthly payments
Half Scholarship	\$120 family cost	\$15 over 8 monthly payments
Reduced Scholarship	\$48 family cost	\$6 over 8 monthly payments

20-minute lessons- Professional Educator		
Total Cost:	\$300	\$37.50 over 8 monthly payments
Half Scholarship	\$150 family cost	\$18.75 over 8 monthly payments
Reduced Scholarship	\$60 family cost	\$7.50 over 8 monthly payments

40-minute lessons- FIM Fellow		
Total Cost:	\$480	\$60 over 8 monthly payments
Half Scholarship	\$240 family cost	\$30 over 8 monthly payments
Reduced Scholarship	\$96 family cost	\$12 over 8 monthly payments

40-minute lessons- Professional Educator		
Total Cost:	\$600	\$75 over 8 monthly payments
Half Scholarship	\$300 family cost	\$37.50 over 8 monthly payments
Reduced Scholarship	\$120 family cost	\$15 over 8 monthly payments

The mentoring partnership through Friends in Music offers valuable experience for your student and encourages them to practice and learn new skills. However, private lessons with a music educator offer more focused and individualized instruction in order to help them master new skills. At FIM, we want to give your student every opportunity to be successful regardless of their financial ability. We believe this two-fold approach really helps to advance your student musically and academically.

Parent/Guardian To-Do List 2022-2023

Complete the Registration Form:

- Registration (*most already completed*): <https://bit.ly/FIMstudent22>



Pay the Registration Fee: \$25

The registration fee can be paid by: (choose 1)

- Paying online through the registration form
- Submitting cash/check to FIM (be sure to label with the student's name)
- Submitting a waiver form on the registration form

Private Lessons:

All students are encouraged to take private lessons from a music educator. Please complete this form if you are interested in lessons. Scholarship requests are on the same form.

- Apply for Private Lessons and/or scholarship: <https://bit.ly/FIMlesson22>



Calendar Dates

- Add dates to your family calendar from the yellow calendar paper

Communication

- Make sure you are receiving Remind text messages
 - BSMS- Text @fimbsfam to 81010
 - Leestown- Text @fimleefam to 81010
- Make sure you are receiving Emails from FIM MailChimp

Save the Absence Form:

Please save this link. Students should fill out an absence form at least 24 hours in advance if they will miss Friends in Music.

- Save this link and complete when absent. <http://bit.ly/FIMabs>