

# **The Suzuki Music Institute of Dallas**

Parent & Student Handbook

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Dallas, TX 75244  
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[www.suzukimusicdallas.org](http://www.suzukimusicdallas.org)

## **Important Contacts & Alerts:**

Front Desk:

Phone Number: 972-437-6422

Email: [info@suzukimusicdallas.org](mailto:info@suzukimusicdallas.org)

Website: [www.suzukimusicdallas.org](http://www.suzukimusicdallas.org)

Always check the front desk for information and sign-up opportunities.

Executive Director: Nicolette Solomon

General Manager: Carl van Wyk

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### **Faculty:**

Dr. Rhea Edelman (violin):

Ms. Nicolette Solomon (violin & viola):

Ms. Donna Davis (cello & Kodomo):

Ms. Hays Hendricks (violin):

Ms Mia Orosco (violin):

Ms. Leah Chae (violin, viola, and piano)

Dr. Bret Serrin (piano):

Dr. Carl van Wyk (theory):

Dr. Tom White (Piano)

Chuck Allred (Guitar)

Karen Abrahamson (Harp)

Weather Related Closures:

SMID will announce weather related closures on our school website. You may also consult the NBC5 Storm Alert Closures ([nbcdfw.com](http://nbcdfw.com)) website.

## **SMID Curriculum**

At the Suzuki Music Institute of Dallas, each student participates in an individual lesson, a group lesson and a theory class each week. Concerts, recitals, and other group activities are available throughout the month. We offer lessons for the following instruments: violin, viola, cello, harp & piano. Theory and composition.

### **Individual Lessons**

Lesson days and times are arranged privately with the teacher. Every student must be accompanied to the lesson by his or her parent. Please remember to sign your child's attendance sheet at every lesson.

### **Group Lessons**

Group lessons are organized by instrument and level. These classes enhance the learning process, reinforce the individual lesson and broaden the student's musical expression. Please note that your child may not be in a group class taught by their private instructor. Our early music education course, Kodomo music may be substituted as the group lesson until your child is old or advanced enough to take part in the appropriate group class.

### **Music Theory Classes**

Music Theory classes are organized by age and level and help students read, write and understand music notation. A student's understanding of music will not be complete if they do not participate in theory class. Our classes range from Primer to Pre College Theory and are all taught by Dr. Carl.

### **Kodomo Music**

Kodomo Music is a weekly class for children ages 18 months to 4 years old that combines the use of the Suzuki repertoire with musical awareness, pitch, rhythm and movement activities. Kodomo Music is an excellent preparation for instrument study and helps the child respond in a group situation, follow musical instructions and enjoy music with their family and friends.

Kodomo classes do not emphasize performance. Everyone is invited to join in the fun or watch quietly from his or her parent's lap. SMID typically holds two 12-week sessions each year; one in the Fall and one in the Spring. Classes are 45 minutes long.

### **Parent Training Classes**

The Suzuki Music Institute of Dallas requires that all parents attend a six-hour parent information course taught by Ms. Donna. The Parent Training classes are organized into four 1.5 hour sessions and are typically offered twice a year. This class is included in the one-time Admission fee and may be attended multiple times.

Parent Training classes provide necessary information to parents regarding the Suzuki Method and Philosophy. The class enables parents to effectively support and nurture their children in musical studies.

## **Attendance**

The Suzuki Music Institute of Dallas strives to provide the best possible environment for you and your child. Consistency and respect for lesson times at SMID is crucial. Please remember that your child's lesson time has been exclusively secured for your child.

To benefit fully from your allotted time, please arrive early, unpack and be ready to begin.

If a student misses or cancels a lesson, the teacher is NOT required to make up the lesson. Late arrival or "no show" means you have forfeited that time. When a student knows in advance that he/she will be unable to attend a lesson, the student may trade lesson times with another student of the same level, providing that the teacher is made aware of the trade.

If a teacher cancels or misses a lesson for any reason, the teacher is required to make up the lesson.

Weather Related Closures:

SMID follows the RISH and PISD decisions regarding weather related closings. Our teachers are afforded one missed lesson per year due to weather. Teachers are not obliged to make up these lessons. The home page our website ([www.suzukidallas.com](http://www.suzukidallas.com)) will announce school closings for weather or other unusual circumstances. If in doubt, please consult our website.

## **General Guidelines**

We ask that you adhere to the following rules so that we can maintain a clean, safe and effective school.

1. No food or drink in the Concert Hall.
2. No running in the school building. Please stay with your children at all times.
3. Inside voices need to be used throughout the building so as to not disrupt lessons and the front desk.
4. Pick up after yourself in the kitchen-our building is only cleaned two times a week.
5. Children are not allowed to play outside unless accompanied by a parent.
6. Drive slowly and carefully in the parking lot.

Required Reading: Nurtured by Love

Recommended Reading: Helping Parents Practice

-both books are available for purchase at the SMID front desk

## SMID Registration

Registration for the upcoming year typically begins in May. Early registration is highly encouraged as it allows our teachers and staff time to process applications and to plan schedules accordingly. SMID does allow new students to register throughout the year, depending on available lesson times.

The school year consists of 40 weeks of individual instruction and 33 weeks of theory and group classes. Individual lessons begin in late August and theory and group classes begin the day after Labor Day.

Registration at the Suzuki Music Institute of Dallas is a full year commitment (40 weeks) and you are responsible for all fees and tuition that are indicated on the registration form. Your child's place in his/her teacher's studio is reserved for your child for the entire school year.

In order to complete your registration you must:

1. Completely fill out and sign the registration form (one form per child).
2. Pay the \$200 Admission Fee (new students only) and the \$150 Annual Registration Fee.
3. Sign up for the proper group and theory classes.

Please note that your lesson time will not be reserved until you have properly completed the registration process.

### Tuition

We have five tuition levels. Each level includes a private lesson, a group class and a theory class each week.

Level I: One 30-minute lesson.

Level II: Two 20-minute lessons.

Level III: One 45-minute lesson.

Level IV: One 60-minute lesson.

Level V: One 80-minute lesson

Please check our website for our current fees ([suzukimusicdallas.org](http://suzukimusicdallas.org)).

The Suzuki Music Institute of Dallas provides a variety of tuition payment options, which are outlined on the Registration Form. The school has an ongoing responsibility to meet our financial requirements, including faculty salaries. We expect the same level of responsibility from our families

SMID understands that extenuating circumstances may sometimes create a hardship for meeting tuition payments. If you find yourself in this situation please report the situation to the Administrative Assistant and schedule an appointment to discuss the matter with the SMID General Manager at the earliest opportunity. Making alternative arrangements for payment may allow

lessons to continue uninterrupted and avoid the assessment of late fees. All discussions regarding finances will be kept in the highest confidence and will only be shared with the Executive Director.

Outstanding tuition payments and relevant late fees will be aggressively pursued whether or not the family is still enrolled in the school. While we hope this type of action never becomes necessary, we have a fiscal responsibility to families who do pay promptly.

## **Parent Guidelines**

The triangular relationship between the teacher, student and parent is fundamental to the Suzuki Method. The active role of the parent is fundamental to the success of the child. Parents are responsible for:

1. Maintaining consistent attendance at all lessons, including group lessons, play-ins and any other recommended activities.
2. Attendance at all four Parent Training Courses and reading “Nurtured by Love.”
3. Supervision of child’s daily practice and daily listening.
4. Obtaining a proper size and quality instrument for their child, as well as other equipment and supplies deemed necessary by the teacher.
5. Pursuing continuing education through workshops, appropriate parent education meetings and group discussions as well as the standard training provided by SMID.
6. Appropriate supervision of their children while at the Suzuki Music Institute of Dallas.

## **Listening**

Students are expected to listen daily to tapes or CDs of current repertoire. Students also listen for the purpose of review and familiarization of future repertoire. Parents should play recordings of masterworks at home and take their children to concerts and recitals to hear examples of music play by professional artists.

## New Students

Observation of at least four individual lessons is required of all beginning students and parents before instruction begins. A parent and the student must be present for the observations. Parents of new students must also complete the Parent Education Course. This course will be offered at the beginning of each semester. New parents have the option to attend this class before registering their student for lessons. New students may commence lessons when the assigned teacher determines the child has achieved readiness for instruction, observations have been completed and all appropriate fees have been paid. The first month of lessons will be geared towards the parent to teach basic instrument skills.

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### New Student Checklist

1. Schedule and complete four observations (you are encouraged to do a combination of individual and group classes)
2. Take the Parent Training Course with JMs. Donna Davis as soon as possible. “New Parent” training classes are scheduled throughout the year – four 1 ½ hour sessions.
3. Completely fill out registration form (one for each child)
4. Pay \$200 Admission Fee and \$150 Registration Fee
5. Schedule individual lesson time with your teacher
6. Sign up for the proper group and theory classes
7. Buy and read Dr. Suzuki’s book “Nurtured by Love.” “Helping Parents Practice” by Edmund Sprunger is also recommended reading.
8. Buy Suzuki Method Volume 1 Book and CD, Practice Planner, beginner Theory Time book, and begin listening to CD at home
9. If your child is a violinist and very small, make or buy a box violin and foot chart (ask your teacher about this first).
10. Buy or rent the proper instrument: please make sure to talk to your teacher first!
11. Make the first tuition payment.
12. Come to your first lesson and get started!

## Teacher Code of Ethics

THE SUZUKI MUSIC INSTITUTE OF DALLAS respects and abides by the Code of Ethics as set out by the Suzuki Association of the Americas.

As Suzuki teachers and members of the Suzuki Association of the Americas, we should commit ourselves to Dr. Suzuki's philosophy and his approach to education. The following SAA aspirational Code of Ethics deals with six broad areas of commitment: our responsibility to the Suzuki philosophy, to the SAA, to our students and their parents, to our colleagues and to our own continuing development.

As members, we demonstrate responsibility toward the Suzuki philosophy by:

- Reflecting and promoting the Suzuki philosophy in teaching and in dealings with others
- Maintaining high standards of personal conduct and professional integrity.
- Encouraging untrained or minimally-trained teachers to pursue Suzuki training.
- Seek opportunities to endorse the philosophy of Dr. Suzuki and promote public understanding of it.
- Recognizing the dignity and the potential of all individuals.

As members, we demonstrate responsibility toward the Suzuki Association of the Americas by:

- Participating in Association activities that promote and upgrade the Suzuki teaching profession.
- Carrying out our responsibilities toward the SAA in a manner that brings credit to the SAA and to Dr. Suzuki's name.
- Respecting and supporting the values and vision of the SAA.
- Respecting privileged information received in confidentiality.
- Demonstrating an open, sharing spirit and cooperation and collegiality toward other teacher members.
- Avoiding activities that seek personal gain at the expense of the Association's integrity or growth.

As members, we demonstrate responsibility toward our students by:

- Providing an encouraging environment in which students can develop their musical potential.
- Setting an excellent personal and musical example for students.
- Teaching with loving awareness of each child's individuality.
- Considering first the welfare of the child when guiding decisions in his/her behalf.

As members, we demonstrate responsibility toward parents by:

- Educating and encouraging parents to participate effectively in their child's musical education.
- Respecting and supporting parent efforts.
- Maintaining confidentiality in personal matters regarding student and family.
- Maintaining an appropriate teacher-child relationship.

As members, we demonstrate responsibility toward our colleagues by:

- Maintaining a professional attitude and acting with integrity in regard to colleagues.
- Respecting the rights of colleagues when speaking of their work and/or students and respecting difference in teaching styles.
- Respecting the instruction of a student's regular teacher when serving as an interim instructor.
- Giving credit to colleagues for ideas they have shared.

As members, we demonstrate responsibility for our own personal and professional development by:

- Making a commitment to life-long learning.
- Conducting business in legal and honest manner.
- Representing our professional training and competency accurately and honestly.
- Avoiding activities that would create a conflict of interest or the appearance of impropriety.

### **Mission Statement**

The Suzuki Institute of Dallas aims to foster and promote a learning community that strives for excellence and nurtures the human spirit through music.

### **Non Discriminatory Policy**

The Suzuki Institute of Dallas is a not-for-profit school governed by a Board of Directors and admits students of any race, color, nationality and ethnic origin to all rights, privileges, programs and activities generally accorded or made available to students at the school.

### **Adult Student Policy**

Students of all ages are welcome at the Suzuki Music Institute of Dallas. Adult students are not required, but are encouraged to participate in group lessons and performances.

### **Board of Directors**

The SMID Board of Directors is responsible for approval of teachers and staff joining the Suzuki Music Institute of Dallas. Teachers at SMID are registered with the Suzuki Association of the Americas.

## Scholarship Fund

The Suzuki Institute of Dallas is actively engaged in fund-raising for scholarships. The scholarship review committee meets once a year, and depending on the size of the fund, awards scholarships in May for the following year.

1. The applicant's parents must furnish the Board with the family's Tax return for the past year (which the Executive Director will retain until the next Scholarship meeting).
2. The parents of the applicant must submit a "Letter of Appeal", stating why the scholar needs the funding.
3. The teacher/s of the applicant must recommend the student.
4. The students receiving scholarships, or even partial scholarships, must perform at outreach and community service events, arranged by or representing Suzuki Institute of Dallas.

Parent/s of the applicant should submit the Tax Return and Letter of Appeal in a sealed envelope to the Executive Director, no later than 30th April of every year. This will be presented at the next Scholarship review meeting.

## **PREFACE TO “NURTURED BY LOVE” BY SHINICHI SUZUKI**

Talent is no accident of birth.

In today’s society a good many people seem to have the idea that if one is born without talent, there is nothing one can do about it, and they simply resign themselves to what they consider to be their “fate.” Consequently they got through life without ever knowing life’s true joy. That is man’s greatest tragedy.

Man is born with natural ability. A newborn child adjusts to his environment in order to live and various abilities are acquired in the process. My thirty years’ experience has proved over and over again that this is true. Many children grow up in an environment that stunts and damages them, and it is assumed that they are born that way, and they themselves believe it too. But they are all wrong. An undesirable, disagreeable adult is one who was brought up wrong. A person unable to do good work is one brought up in that way. I believe that most readers will agree with what I have said.

So-called fate, of course, one cannot deny. We can do nothing about our being born into this world, nor about our having to die sooner or later.

Good or bad, however, once born we have to live with ourselves until the day we die. There arises then, the inevitable question of how to live. If our ability was not developed for us, we have to develop it ourselves. Instead of being defeated by misfortune, we have to make something good of our lives. There is no need to give up in discouragement; it is possible for every person to improve himself.

That is why I wrote this book.

In it I tell how to develop a person’s aptitude, how a mediocre child was turned into a noble human being and an excellent musician. Using examples, I explain how to change a person lacking in ability into a talented one, a mediocre person into an exceptional one. Questions are answered as to how the reader may relate this to himself. Theory is dispensed with and the emphasis is on how to put all this into practice. I relate happy examples and episodes from the fruitage of teaching violin the Talent Education way.

One living tree brings forth buds. On each part of the branches bloom lovely flowers. It is the splendid course of nature. Man, I believe, should live his life as mother nature performs, and bring forth fruits.

What is man’s ultimate direction in life? It is to look for love, truth, virtue, and beauty. That goes for you, for me, for everyone. If this book can be of help, even a little, I cannot say how happy it will make me