

BETTY SMITH'S MUSIC STUDIO
GENERAL INFORMATION AND POLICY REMINDERS
2017 -- 2018

OPPORTUNITIES TO PERFORM:

KCMTA Master Lessons: TBA, Schmitt Music

KMTA District Auditions: October 7 – MNU Bell Center, Olathe, KS

KCMTA Fall Festival (Baroque Period): October 14-15 – MNU Bell Center, Olathe, KS

KMTA State Honors Auditions: November 4 – Emporia State University, Emporia, KS

Fall Piano Recitals: Saturday December 9 (1:00 -- 5:00 p.m.) Schmitt Music, Overland Park, KS
(119th & Metcalf) "Holiday Celebration" OR "Audition Extravaganza"

KCMTA Holiday Program: Union Station, KC, MO, Exact day/time TBA

KCMTA Multi-Piano Concert, Sunday January 7, 2018 -- MNU Bell Center, Olathe, KS

Spring Piano Recitals: Sunday, April 22 (2:00-5:00 p.m.) and Monday, April 24 (6:00-8:00 p.m.)
Schmitt Music, Overland Park, KS (119th & Metcalf – "Dazzling Dances"

National Piano Guild Auditions: Monday, April 16 – Saturday April 28:

Exact Dates TBA, Schmitt Music, Overland Park, KS (119th & Metcalf)

In-Class Recital: Bring a friend or family member to a lesson and play 10 pieces for
them. Scheduled at various lesson times throughout the year.

Piano Group Weeks: Plan on sharing a current piece for each group class.

POLICY REMINDERS:

COMMUNICATION: I am always available if there are ever any questions or concerns with
your lessons, progress, repertoire, theory, or technique. E-mailing me at
bsmithmusicstudio@gmail.com is the easiest method of communication. Also, feel free to call
913-492-0083 between 7:30 a.m. to 9:00 p.m. and **text** or leave a voice message. I usually do
NOT answer the phone if I am teaching, but do check texts and messages in between lessons.

INCLEMENT WEATHER: Check <https://ksmta.org/member-page/betty-smith> for cancellations
due to inclement weather. Decisions will be posted by 8:30 a.m. Anytime Olathe schools are
cancelled, there will be NO MORNING LESSONS BEFORE 11:00 due to our steep driveway and
clearance of snow/ice. Check the website for determination on afternoon/evening lessons. Feel
free to call, text, or email if you have any questions. Lessons missed for snow days WILL be
rescheduled. If in doubt of safety – DO NOT COME! Rather a make-up lesson than a wreck!

DRIVEWAY PARKING: As a courtesy, please park in the street (front or south side) or on the
north (left) side of the driveway. This will allow access to the garage for my family. Please do
NOT park in front of the next-door-neighbor's house on 115th Terrace.

**NO FOOD, GUM, or DRINKS in the house during lessons at any time. NO
EXCEPTIONS!** This includes parents, siblings, and students.

SOCKS or SHOES MUST BE WORN AT ALL TIMES – THIS INCLUDES PARENTS!
Feel free to take your shoes off in the entry hall if they are wet or dirty. If you do not
have socks, please wear your shoes.

BATHROOM is available for emergency uses only. Try to come with clean hands.

STUDIO ENTRY: Try the door first. If locked, ring the doorbell. Knocking cannot be
heard all the way throughout the house! The door will be locked if there are no lessons
before you.

PAYMENTS: Tuition is due to be received by the 1st of the month. Payments received between the 6th and 14th of the month will require a \$15 late fee. Payments received after the 15th of the month must include a \$25 late fee. No refunds will be given at any time. If no payment is received by the 20th, lessons will be discontinued until payment and late fee are received in full. If payment is a problem at any time, please contact me *before* your payment is late. Email tuition reminders will be sent if your payment is not received by the 5th of the month. You may pay at your last lesson of the month, drop off the check at the studio during teaching hours, or mail your check. Returned checks will result in a \$25 service charge. When leaving the program of study, a 30-day written notice is required with the final tuition payment for those 30 days of lessons.

LESSON CANCELLATION: The studio has a “no make-up lesson” policy. If a student misses a lesson for any reason (except inclement weather), the time will be used by the teacher for lesson/group, recital, and audition planning or administrative duties pertaining to the studio and the student’s benefit. If you miss a lesson, your lesson time is forfeited for that week, and payment will be expected. Your lesson time has been “sold” to you, and cannot be “resold” because you are absent. If you know about your absence in advance, you may take advantage of the SWAPS list and swap your lesson time with another student. Student contact information will be included on a “SWAPS” list to be shared with other students who have signed up to SWAP. If you need to miss a lesson, you should contact a student on the list and “swap” your lesson times for that week. Please note the lesson length of each student involved – they may be different! You are responsible for arranging the SWAP with the other student and **texting** or **emailing** me the information of what you have arranged. A form will be provided for inclusion on the SWAPS list, or is available on the studio webpage. This system has worked extremely well and keeps students from having to forfeit lessons. . Also, if students take more than 6 summer lessons, the extra lessons can be counted toward the total 40 lessons if a student needs to miss during the school year, thus not needing to “forfeit” a lesson that was included in the tuition payments. Your courtesy in informing me of an upcoming absence or cancellation is greatly appreciated.

RESPECT FOR HOME: My studio is also my home. Please respect my home by staying in the rooms designated as teaching areas. *No pens, markers, or permanent colors* are to be used by siblings to color during lessons (crayons or colored pencils are OK). If siblings become a distraction at the lesson, other arrangements will need to be made. It is requested that no more than one student sibling be waiting at any time without a parent present. Piano lessons must not be considered free babysitting.

Betty Smith’s Music Studio
bsmithmusicstudio@gmail.com
<https://ksmta.org/member-page/betty-smith>
913-492-0083