



Hoff-Barthelson
Music School

STUDENT HANDBOOK
2010-2011

2010-2011 School Calendar

Opening DaySaturday, September 11, 2010

Holidays

Yom KippurFriday, September 17
 Saturday, September 18

Columbus DayMonday, October 11

Veterans' DayThursday, November 11

Thanksgiving Recess:

Last day of schoolMonday, November 22
 School reopensMonday, December 29

Winter Recess:

Last day of schoolThursday, December 16, 2010
 School reopensMonday, January 3, 2011

Martin Luther King DayMonday, January 17

February Recess:

Last day of schoolSaturday, February 19
 School reopensMonday, February 28

Spring Recess:

Last day of schoolFriday, April 15
 School reopensMonday, April 25

Memorial Day Weekend

Last day of schoolThursday, May 26
 School reopensTuesday, May 31

Summer Arts Program:

Opening DayMonday, June 27
 Closing DayFriday, July 29

A Musical Home with a Tradition of Excellence

The Hoff-Barthelson Music School was founded in 1944 by Virginia Hoff and Joyce Barthelson, two gifted musicians who believed that the joy of music and the skills to perform it should be available to everyone. They left a legacy carried on by Mary Helton for twenty-seven years that has touched the lives of thousands....a warm and friendly music school dedicated to the highest standards of music education, performance, and outreach to the community. Hoff-Barthelson's Executive Director, Joan Behrens Bergman, has pledged to honor the philosophy of her predecessors as she guides the School on its exciting journey forward in the new millennium.

Welcome!

The legacy above is the heartbeat of the Hoff-Barthelson community and the spirit of the Hoff-Barthelson tradition...uncompromising standards of music education made available to everyone in a familial setting of warmth and caring.



Students, parents, faculty and administration are all important facets of our musical community, striving for excellence and sharing accomplishments while establishing lifelong bonds of friendship and a love of music.

We hope that you will find the information in this Handbook helpful. It is one way of saying "welcome" to all the members of our Hoff-Barthelson family.

Joan Behrens Bergman
 Executive Director

The Friends of Hoff-Barthelson



The Friends of Hoff-Barthelson, the Parent Organization of the Music School, hosts events throughout the year that support the educational and fundraising goals of the Music School. We seek to accomplish this by

- creating a supportive and welcoming environment
- providing programs to assist parents and children in navigating their musical journeys
- promoting community involvement at the School.

Every current parent or guardian, as well as each faculty member, staff member and member of the Board of Trustees is automatically a member of the Friends.

The Friends' contribution to school life relies exclusively on our volunteers. In addition to contributing to the Friends' goals, volunteering provides a unique way to connect with all members of the community from parents, students and trustees to faculty and staff members. We welcome all levels of participation, and students are welcome to volunteer as part of a service project. To get involved, please contact Claire Shean at cshean@optonline.net.

Friends Executive Board 2010-2011

President
Claire Shean

Vice-Presidents
Renu Lalwani, Yayoi Shiromoto

Treasurer
Silvina Mottura

Recording Secretary
Jocelyn Kenner

Corresponding Secretary
Kathleen Malone

Members-at-Large
Fredda Nightingale, Kami Seligman

Terry Joshi, Friends Liaison
tjoshi@hbms.org

Friends Events 2010-2011

Opening Week Welcome Saturday, September 11 – Thursday, September 16 and Friday, September 24. Students and their families are welcomed during the opening week of school with complimentary refreshments. HB merchandise is available for purchase.

Faculty and Administrative Staff Dinner Sunday, September 12
A festive welcome-back dinner for faculty and staff hosted by the Friends at the opening of the school year.

Parent Meeting Saturday, September 25
An informal Q&A seminar led by Executive Director Joan Behrens Bergman. Friends members and students are on hand to share their HB experiences.

Summer Camp Advisory Saturday, November 13
A seminar led by Director of Artistic Programs, Wilma Machover, which includes a panel discussion by student participants in summer music programs that range from day camps to international festivals.

Holiday Music Festival Friday, Saturday, Sunday, December 3 - 5
A weekend of music and fun at the heart of the HB community! Friday evening opens the Festival with shopping at the boutiques and performances by HBMS student jazz ensembles. A silent auction, boutiques, raffles, international foods and music presented by HB student ensembles follow on Saturday and Sunday. Come listen to wonderful music, shop, eat, and enjoy.

College Advisory Saturday, January 8
A panel discussion led by Director of Artistic Programs, Wilma Machover, at which students and their families can learn about college and conservatory choices from faculty, HB alumni, and other HB parents.

New York Philharmonic Educational Residency Monday, March 28
Members of the New York Philharmonic spend the afternoon coaching HB student chamber ensembles, followed by an evening chamber music recital by members of the Philharmonic. The Friends hosts a dinner for the musicians and the student participants, and a reception following the recital. The Master Classes and evening recital are open to the public.

Student Recognition Recital and Friends Luncheon Sunday, May 15
The annual Friends luncheon in combination with a recital by graduating seniors who have received the Friends Recognition Award for their community service to Hoff-Barthelson.

Annual Meeting Tuesday, May 24
The annual meeting for the election of a new Slate of Officers and discussion of old and new business for the year.

RING Concerts Throughout the year
Students, who have been recommended by their teachers, participate in recitals at area retirement homes and children's hospitals.

Building and Office Hours

Building Hours:

Monday - Friday 8 am - 10 pm

Saturday 8 am - 5 pm

Office Hours:

Monday - Friday 9 am - 5 pm

Administrative Personnel

Joan Behrens Bergman.....Room 202
Executive Director

Ruth AlpersonRoom 203
Dean

Jennifer KovalskayaRoom 205
Director of Finance

Rebecca SaylesRoom 305
Director of Development

Teresa WagerRoom 203
Registrar

Terry JoshiRoom 201
Director of Public Relations and Special Events

Wilma MachoverRoom 209
Director of Artistic Programs

Joan AnthonyRoom 201
Executive Assistant

Silvina MotturaRoom 203
Bursar

Jocelyn Kenner.....Business Office/Room 204
Coordinator of R. I. N. G. Concerts
Contact for Prep and Preschool Center

Frances LevyBusiness Office/Room 204
Administrative Assistant

Dara KeidelBusiness Office/Room 204
Administrative Assistant

Geraldine CantyBusiness Office/Room 204
Administrative Assistant

Rickie ShallerRoom 205
Bookkeeper

Nancy LaudadioLobby Desk
Joyce Spina.....Lobby Desk and Helton House
Eleanor CurrieHelton House
Receptionists

Recital Dress and Demeanor

Non-Orchestral Recital Attire for Performers

Your personal choice, but please, please, please.....no sneakers, jeans or sweatshirts. Thank you!

Recital Demeanor

We look forward to sharing the students' progress and musical achievements with you at our student Recitals. **Please wait until the applause before entering or leaving a performance space during recitals, turn off cell phones and beepers, and do not use cameras with flash bulbs to photograph students during their performances.** This will allow performers and audience alike to maintain maximum levels of concentration. We strongly encourage students and parents not to leave a group recital immediately following an individual performance, but to remain until the end of the recital and support the other student performers.

Please do not seat very young children in front rows; their normal movements are distracting to performers. If you think that your youngsters are unable to sit quietly for the entire program, please find seats near the back of the Auditorium, from which you may leave quietly if they become disruptive.

Food and drink are NOT permitted in recitals, concerts and Master Classes.

Your cooperation is sincerely appreciated.



Promptness = Progress

Please make every effort to arrive on time for lessons and classes. The minutes lost due to tardiness will not be made up by the faculty.

Be certain to bring everything that your teacher(s) require. Precious minutes of valuable lesson or class time are wasted because a musical score or theory notebook has been left at home.

HB Artist Series

Hoff-Barthelson Music School is extremely proud of its unusually distinguished faculty, and is delighted to present them on our HB Artist Series. It is always a joy to experience the excitement these faculty performances generate among the students of the teachers who are performing, and we encourage you to take advantage of this opportunity to hear exceptional music-making. HB students are welcome at all faculty recitals free-of-charge.

White Plains Piano & Organ914-761-7200
 139 E. Post Road (Rt. 22), White Plains, NY
 www.whiteplainspiano.comwppiano@aol.com

PIANO TUNERS

Stephen Eriksson718-387-7501
 Jerry Mitkowski914-941-3203
 David Skolnik914-231-7565
 Steinway & Sons.....212-246-1100

STRING INSTRUMENTS

Ardsley Musical Instruments*914-693-6639
 219 Sprain Road, Scarsdale, NY
 www.ardsleymusic.com.....ardsleymusic@ardsleymusic.com

Atelier Constantin Popescu, LLC203-661-9500
 403 E. Putnam Avenue, Cos Cob, CT
 www.atelierconstantinpopescu.comconpop55@aol.com

Ginès Cano Musical Instruments*914-961-3497
 453 White Plains Road, Eastchester, NY
 www.ginescanomusic.cominfo@ginescanomusic.com

Carroll Music Instruments*212-868-4120
 625 W. 55th Street, NYC
 www.carrollmusic.com

Yung Chin (bowmaker)212-582-3626
 250 W. 54th Street, NYC

Robert Isley914-921-1075
 44 Purchase Street, Rye, NY

Westchester Strings (Mary Foss)*914-923-4966
 35 Ryder Road, Ossining, NY

WOODWINDS & BRASS

Bronen's Music*718-364-3350
 2462 Webster Avenue, Bronx, NY
 www.bronensmusic.comsales@bronensmusic.com

Flute World.....248-855-0410
 PO Box 250248, Franklin, Michigan 48025
 www.fluteworld.com

Giardinelli Band Instruments800-348-5003
 404 Technology Dr., South Bend, IN
 www.giardinelli.com

New York Woodwind & Brass212-302-5893
 168 W. 48th St., NYC
 www.nywoodwindbrass.com

JodyJazz (sax mouthpieces)866-563-9529
 811 Barnard Street, Savannah, GA
 www.jodyjazz.cominfo@jodyjazz.com

RECORDERS

Courtly Music Unlimited800-274-2443
 3785 Main St., Warrensburg, NY
 www.courtlymusicunlimited.com
 richie@courtlymusicunlimited.com

* *instrument rentals as well as sales*

Please note: The dealers listed above are generally reliable as to prices and service. Hoff-Barthelson, however, does not endorse or guarantee any particular dealer.

Unless you are thoroughly conversant with the current instrument market, you would be well-advised to have your teacher accompany you to rent or purchase an instrument, or to take the instrument on approval so that your teacher may advise you.

If possible, avoid giving an instrument to an unrecommended repair person, especially if the instrument is valuable. Your teachers are the best source of advice in such matters.

Parking Rules and Regulations

Lockwood Road	North	2 hours; 8:00 am to 6:00 pm every day	From Church Lane South to a point 150 feet west of School Lane
Lockwood Road	South	1 hour; 8:00 am to 6:00 pm every day	From School Lane to Church Lane South
Lockwood Road	West	1 hour; 8:00 am to 6:00 pm every day	From Popham Road to a point 150 feet west of School Lane

If the Hoff-Barthelson parking lot is full, parking is permitted on the Hoff-Barthelson side of School Lane for *two hours only*, from 8:00 am to 6:00 pm daily unless signs indicate otherwise. Parking across the street from the Music School on School Lane is NOT permitted. Please be considerate of our neighbors...OBEY PARKING SIGNS AND DO NOT BLOCK THEIR DRIVEWAYS!

Taxi: Central Taxi - 723-0016

Lost and Found

Kindly label all students' music, texts, assignment books, instrument cases, and other personal items that may be left or lost. Lost and Found articles that run the gamut from backpacks to snackpacs may be found in the Parent Lounge on the second floor.



Hoff-Barthelson Music School

25 School Lane • Scarsdale, New York 10583
(914) 723-1169 phone • (914) 723-0036 fax
www.hbms.org