

## TEACHER MEMO - Week 4 Term 1

### AMEB

Registrations are now open on the website and close on 5<sup>th</sup> April\* so please encourage students to log onto the website to [book](#) an exam. Teachers should also read the details, so you are able to assist students in making the right choices. (\* Sorry my previous email said 5<sup>th</sup> March which was incorrect!)

### PEARL BEACH JUNIOR SHOWCASE CONCERT

Looking for around 12 x junior (Primary School) students to perform in the Pearl Beach Junior Showcase **Saturday 26<sup>th</sup> May**. There will be an accompanist on the day and the Con will also pay for a 15-minute rehearsal. If students want additional rehearsals, they will need to pay the accompanist through the Admin Office. The concert commences at 2pm at Pearl Beach Memorial Hall.

### PEARL BEACH SENIOR SCHOLARSHIP CONCERT

Inviting students to participate in Pearl Beach Senior Scholarship **Sunday 27<sup>th</sup> May** 2pm at Pearl Beach Memorial Hall. If you have an outstanding senior student who you'd like to put forward, please send Lisa the details.

### ASAP NEWS

If you teach a one-to-one lesson but the student doesn't appear on your roll, it is difficult for us to backdate their enrolment and catch up with the payroll side of things. For this reason, you must talk to Sharon to advise her you delivered a lesson to a student not on the roll.

### ASAP TIP

1. So, you've marked a lesson as "**Student absent (Excused, add MakeUp)**" or "**Instructor Absent (Add Makeup)**"? What next??

The image shows two side-by-side screenshots of the ASAP system interface. Both screenshots show a top bar with a phone icon and a speech bubble icon. Below this is a section titled 'Attendance Submitted' with a checkmark icon. The left screenshot shows four radio button options: 'Student absent (Excused, add MakeUp)' (selected), 'Instructor absent (No Makeup)', 'None entered', and 'Instructor absent (Add Makeup)'. The right screenshot shows the same four options, but with 'Instructor absent (Add Makeup)' selected.

Click [here](#) for instructions on how to reschedule that lesson. Running into trouble? Speak to our friendly Admin staff.

## WWC

Please send Sharon all your certificates from any Childsafe/ Working With Children training you have completed, so that we can update our records and print copies to display in studios.

## WHO'S WHO

**Sean Steele** has been appointed as the new Schools Program Manager. As from Week 6, Sean will be working in Studio 6 at the Con Monday to Wednesday. If you teach in schools, make sure you are getting emails from Sean at [schools@cccmusic.nsw.edu.au](mailto:schools@cccmusic.nsw.edu.au).

**Karina Hollands** is working as the Head of Program (Strings) and head of Saturday Morning Strings Program. Karina has already run some Department meetings and is working hard to bolster the strings program.

Welcome to **Karsten Little** who has joined the Children's Music Program. Karsten is running a Level One CMP class and is a valuable addition to the CMP team.

## T-SHIRTS

All teachers and staff are invited to order their t-shirt which is a black quality Tee with the new [Reg Mombasa](#) design on it. There are samples in the admin office and Lisa has sample sizes to try. You can order additional Tees at \$30 for large and \$25 for small (junior) sizes. Order your **free T-Shirt** [here](#).

## CC INTERNATIONAL WOMEN'S DAY EXPO

Thanks to all who put their hand up to volunteer at CC Women's Day Expo. It should be a great day! Come along and support our students/teachers on **3<sup>rd</sup> March** at Centre Court (near Big W) between 2.30 & 3pm. Our information stall will run from 10am to 3pm in the same space.

## COMING UP

- Sunday 25 February – Charmian Gadd (violin), Phillip Shovk (piano) and Georg Pedersen (cello) in the Robert Knox Hall from 2.30pm
- Saturday 3 March – Gareth Szakos Piano Recital, 7.30pm Robert Knox Hall
- **Monday 12 March – Scholarships Open**
- Saturday 24 March – Opera in the Arboretum, Pearl Beach
- Sunday 25 March – Phoenix Collective, "Tradition & Charm", 2.30pm Robert Knox Hall

## **LOCATIONS OF LIBRARY MATERIALS**

**This was briefly introduced at the Orientation Day – thanks to Fiona Lugg for compiling this list for your information.**

### **VOCAL MUSIC – studio 9**

Cabinet 1: Leider, Ballads, Arias, Song Cycles, Duets, Trios, sorted by voice range

Cabinet 2: Popular Music, Theatre and Film music

Cabinet 3. SATB chorus, Sacred Songs, Christmas, Vocal Technique, SATB secular

Cabinet 4. Opera Scores, Operetta, Musicals, Libretti

### **WOODWIND AND REEDS – cottage, studio**

**BRASS – 35 Mann Street upstairs at rear**

**PERCUSSION – 35 Mann Street**

**GUITAR – 35 Mann Street**

**STRINGS: VIOLIN, VIOLA, 'CELLO, DOUBLE BASS AND VIOL – 35 Mann Street**

**MINIATURE SCORES – in transition to The Cage currently (35 Mann and cell 3)**

**PIANO, HARPSICHORD AND ORGAN - 35 Mann Street**

**ACCORDION, HARMONICA, OCARINA - 35 Mann Street**

**CHAMBER MUSIC – in transition to Cage (currently 35 Mann Street)**

**JUNIOR MUSIC - 35 Mann Street**

**ORCHESTRAL PARTS AND SCORES – The Cage**

**JAZZ - 35 Mann Street**

**THEORY AND MUSICIANSHIP - 35 Mann Street also shelves in cell 1**

### **HARDBACK BOOKS**

ANALYSIS, CRITICISM and ANTHOLOGY - cell 1

BIOGRAPHIES – cell 3

HARMONY AND ORCHESTRATION - cell 1

LANGUAGES - cell 3

MUSICAL INSTRUMENTS - cell 3

MUSIC BUSINESS - cell 3

MUSIC THERAPY - cell 3

MUSICIANS' HUMOUR - cell 3

OPERA, BALLET- cell 3

REFERENCE BOOKS (Dictionaries, Encyclopaedia, History, etc) - cell 3 shelves

ROCK N' ROLL - cell 3

TUNING, PIANO - cell 1