

MUSIC DEPARTMENT

Minutes of Staff Meeting Held on May 11, 1954

Teachers were asked to express their opinion on the recital that was presented for the AAUW last evening. The general feeling was that it was disappointing to have presented our children to such a cold audience.

A review on the method of filling the billing sheets and "record change" forms was given by Mr. Kelly. He pointed out the importance of entering the correct information on these forms due to the extra work that the business office is receiving because of our increased enrollment.

May 24th is the date set for the next Parents' Nite. Refreshments will be served and all parents have been invited. Mr. Kelly suggested that the members of the advisory committee be invited also.

A letter will be sent to the parents announcing the recital scheduled for Saturday, May 22nd; the rescheduling of students for the summer; Parents' Nite; and the vacation dates for the staff.

A discussion was opened in relation to the summer camp. Most teachers felt that they will be able to go on a five-day schedule due to the availability of the morning hours. It was also suggested that two groups of children from the day camp be put together for the work to be done for the "Wild Geese".

A report was given by Mrs. Park regarding Mrs. Chock's progress towards our TV program. She is almost certain a 5 o'clock hour will be available and several sponsors could be obtained. She also reports that our program is tax deductible.

A discussion was held on the necessity of a required initial meeting for parents of new students. It was felt that a meeting of this sort is necessary to acquaint the parents with the work that is going on in the department and to promote more interest for the parents towards their children.

The procedure of assignment of students was clarified. Mr. Kelly pointed out that a student may be placed in a vacant space without consultation with the teacher provided it is not a student to be combined.

Submitted by: *W. Chum*

Approved: *J. L.*