

## MUSIC DEPARTMENT

Minutes of Staff Meeting held on June 8, 1954

A discussion was held on summer scheduling. It was decided that children who were thinking of dropping on June 30 be asked to drop on the 12th instead so that new students who wish to start will have at least 6 or 7 weeks of summer lessons. We will also have to bear in mind that when all the students who have temporarily dropped for the summer returns in the fall, we would probably have an overflow due to additional students taken on during the summer. It is also necessary for the students who were studying under Miss Kawamura to be transferred to different teachers.

Music appreciation classes were scheduled for September. Early scheduling is necessary due to the necessity of some students who desire music lessons on the same day as the class and those who were dropping for the summer needed to arrange their lesson time before leaving. The following classes were scheduled:

|            |       |              |                 |
|------------|-------|--------------|-----------------|
| Mondays    | Wiley | 3:00 to 4:00 | 5th & 6th       |
| Tuesdays   | Kelly | 4:15 to 5:15 | 2nd, 3rd, & 4th |
| Wednesdays | Park  | " "          | " "             |
| Thursdays  | Chock | " "          | " "             |

A meeting time of 2:00 Wednesday, June 16th, was set for an advisory committee meeting. Purpose of this meeting -- to discuss proposed budget for the coming year.

It was announced that we have now accumulated another waiting list of students desiring to take music lessons. Miss Chock mentioned the possibility of dropping some of our scholarship students who are lax in their desire to take lessons and who are missing too many lessons. Mr. Kelly suggested that all teachers study this problem carefully and for those who show no interest, to drop them immediately so that those on the waiting list may be assigned.

Mr. Kelly announced Mr. Wiley's application for a month's leave from the Settlement. Mr. Wiley was asked to give us the time that he plans to return so his students' may be scheduled accordingly.

Submitted by: *W. Wiley*

Approved: