



THE DIANE BISH CENTER FOR

MUSIC *and the* **ARTS**

PARTICIPANT HANDBOOK



5555 NORTH FEDERAL HIGHWAY
FORT LAUDERDALE, FLORIDA
INSTITUTEFC.ORG/MUSIC | 954.771.8840, ext. 5130



TABLE OF CONTENTS

Mission Statement	Page 2
Registration	Page 3
Financial Information	Page 4
Policies	Page 5
Recital Information	Page 6
Private Instruction	Page 7
Group Instruction	Page 8
Calendar	Page 9
Teaching Faculty	Page 10





MISSION STATEMENT

The Diane Bish Center for Music and the Arts is a center for training and further education in a wide range of performing and fine arts, striving for excellence in all areas for God's glory.

*"Let everything that has breath praise the LORD!"
Psalm 150:6*





REGISTRATION

STUDENT REGISTRATION FOR THE DIANE BISH CENTER FOR MUSIC AND THE ARTS

Each new student will need to complete a registration form. The form can be found online at instituteffc.org/music.

There will be a one-time non-refundable \$50 fee for the initial set-up of lessons for the student. A family discount of 50% per registration will be given for each additional family member.

Registration fees are waived for students who return within one year.

*"The LORD has done great things for us, and we are filled with joy."
Psalm 126:3*





FINANCIAL INFORMATION

LESSON LENGTH OPTIONS

30 minutes	\$35
45 minutes	\$55
60 minutes	\$70

SEMESTER COST

Fall Semester (14 weeks)

30-minute lessons = \$490
45-minute lessons = \$770
60-minute lessons = \$980

Spring Semester (16 weeks)

30-minute lessons = \$560
45-minute lessons = \$880
60-minute lessons = \$1,120

Some of our teachers will have different payment schedules based on length of the lesson. Information is available through Mrs. Lisa Wilson.

GROUP CLASSES Cost is \$160 for 8 weeks.

TUITION

- Tuition will be due on or before the first day of the semester.
- The full tuition is due at the beginning of the fall semester and then again at the beginning of the spring semester.
- If you prefer to pay monthly, payments will be due on the first day of the month.
- CRPC members will receive a 10% discount.
- Fees for group classes will vary depending on the number of weeks that the class will run.

PAYMENT

- Payment by credit card must be made online at instituteffc.org/music, on or before the published due date.

SCHOLARSHIPS

Scholarships are made possible through gifts from donors who believe in the Center's mission and their love for the performing arts to teach and inspire. Please see Mrs. Lisa Wilson concerning need and availability of scholarships.

Lisa Wilson | 954.771.8840, ext. 5130 | lisa@crpc.org



POLICIES

SAFETY AND SUPERVISION

Children (under the age of 18) should be escorted to and from their lesson by an adult/guardian. Lessons are with a teacher and a student. Parents or a guardian are welcome to stay for the lesson, but it is not required.

ATTENDANCE

Once a student is registered for a lesson, they are responsible for notifying the teacher if they will be tardy or absent.

TARDINESS

Students are expected to arrive on time for their lesson, and if they are late, they will not be guaranteed their full lesson time.

EXCUSED ABSENCES

One excused absence is permitted each semester. Please notify the teacher at least 24 hours in advance. Teachers are not obligated to make up more than one absence. Make up lessons will usually be scheduled during the make-up week in the posted schedule. Refunds for missed lessons will not be issued.

UNEXCUSED ABSENCES

If you cancel on the day of a lesson, this is considered an unexcused absence. Teachers are not required to make up an unexcused lesson.

TEACHER ABSENCES

If one of our teachers misses a lesson for any reason, the teacher will make up that lesson by the end of the semester.

WITHDRAWAL

In the unfortunate instance that a student needs to withdraw, please send a written request to lisa@crpc.org. No refunds will be issued.

DISMISSAL

The Diane Bish Center for Music and the Arts will reserve the right to dismiss any student due to frequent tardiness, absences, behavior issues, nonpayment or noncompliance with this handbook.

FACILITIES MAINTENANCE

Please respect all property at Coral Ridge Presbyterian Church. Facilities should remain as they were before the use of our classroom spaces. Leave bathrooms as you found them. Please do not use any supplies intended for Sunday use, including food, drink or craft supplies. Please do not run in the Sanctuary, Chapel or Fellowship Hall.

MUSIC COPYING

Copying copyrighted music is illegal.



RECITAL INFORMATION

Students should be dressed appropriately for a formal recital. Attire should reflect the high standards held at the Diane Bish Center for Music and the Arts. Casual clothes should be avoided for a recital.

BOYS – Dress shoes, ties, collared shirt and dress pants
GIRLS – Dress shoes and a dress

Each student will sit quietly and listen attentively to other students as they perform. Each student WILL remain for the entire concert. We want all students to be recognized and encouraged.

Music should be memorized.

Teachers will instruct their students in correct etiquette, in preparation for their performance.

RECITAL DATES

Fall Semester | November 30, 2023

Spring Semester | May 2, 2024





PRIVATE LESSONS

PIANO - ALL AGES

Students will need to own a well-tuned piano. Students are expected to practice regularly.

PIANO - MUSIC FOR LITTLE MOZARTS – AGES 4-6

This series is a comprehensive approach to musical learning that develops singing and listening skills simultaneously with an appreciation for a variety of musical styles. These lessons will be shorter in length. Cost is \$20 per lesson.

ORGAN

Piano lessons are required before a student begins organ lessons. Students will also need access to an organ so that they may practice during the week.

VOICE

An audition will be required for all voice lessons. Students will focus on classical training including sacred, contemporary, Broadway and classical music.

VIOLIN, CELLO, BASS

Students will need to own or have access to a correct-sized instrument.

WOODWINDS/BRASS

Students will need to own or have access to their instrument for regular practice and lessons.

PERCUSSION

Beginning students will need a practice pad, bell set, drumsticks and bell mallets.





GROUP LESSONS

GROUP CLASSES RUN IN 8 WEEK SESSIONS

BEGINNING BALLET

Ages 4-6
Tuesdays, 3:15-4:15pm, CRPC Chapel
Instructor, Suzannah Koornneef
Begins August 22, 2023

BEGINNING BALLET

Ages 7-10
Wednesdays, 3:15-4:15pm, CRPC Chapel
Instructor, Suzannah Koornneef
Begins August 23, 2023

BEGINNING CROCHET

Ages 10-17
Wednesdays, 3:15-4:15pm, G2G Room
Instructor, Alice Mellor
Begins August 30, 2023

BEGINNING CROCHET FOR ADULTS

Fridays, 2:00-3:00pm, G2G Room
Instructor, Alice Mellor
Begins September 1, 2023

Coming in the Spring Semester - Beginning Sewing





CALENDAR

2023 FALL SEMESTER

14 WEEKS OF INSTRUCTION

Semester Begins	August 21
Registration Deadline	September 11
Labor Day (no lessons)	September 4
Fall Break (no lessons)	October 6 & 9
Thanksgiving Break (no lessons)	November 20-24
Fall Recital	November 30
Semester Ends	December 8

2024 SPRING SEMESTER

16 WEEKS OF INSTRUCTION

Semester Begins	January 8
Registration Deadline	January 29
Spring Break (no lessons)	March 4-8
Easter Break (no lessons)	March 28, 29, April 1
Spring Recital	May 2
Semester Ends	May 10

SUMMER 2024

Optional private lessons available.
Summer music day camp will be offered.



TEACHING FACULTY

Grace Barrett	Voice
Matt Calderin	Percussion
Susan Dodd	Piano
Michael Hankins	Trumpet
Michael Irvin	Voice
Caleb Koornneef	Guitar
Suzannah Koornneef	Dance
Alice Mellor	Crochet
Annette Myers	Voice
Stephanie Tropepe	Violin
Sarah Weinstein	Flute
John Wilson	Organ





5555 NORTH FEDERAL HIGHWAY
FORT LAUDERDALE, FLORIDA
INSTITUTEFC.ORG/MUSIC | 954.771.8840, ext. 5130