



Studio Policies

Email: michellejaluvka@gmail.com

Phone: (919) 745-7855

About Me

Hi! My name is Michelle Jaluvka and I'm so excited to work with you! I am originally from Apex, North Carolina, and moved to the Norman area in 2021 for graduate school. I am the Adjunct Instructor of Clarinet at Oklahoma Baptist University as well as a doctoral student at the University of Oklahoma studying clarinet. Prior to pursuing my doctoral degree, I graduated from the University of Oklahoma with two Master of Music degrees (one in clarinet and the other in musicology) along with a graduate certificate in Women and Gender Studies and received a Bachelor of Music degree from Appalachian State University in North Carolina. When I'm not playing or teaching the clarinet, I'm probably buying an overpriced coffee, playing with my cats Rosie and Red, or listening to Taylor Swift.

Teaching Philosophy

Empathy. Humility. Grace.

These three traits are the backbone of my teaching philosophy.

I strive to be an empathetic educator to help students grow to their own unique and individualized potentials. I hope to lead with humility and understand that I may not always have the answers, but will help students find the resources to discover them. I am committed to always teaching with grace and respecting that students lead complex lives outside of the clarinet studio.

With these attributes in mind, my ultimate goal is to help students grow and flourish as individuals through their growth as musicians.

Lesson Curriculum

Lessons are structured uniquely for each student depending on their interests and goals, but there are a few aspects that are universal. Scales and etudes are the most effective methods to learn technical facility and musicality and will be frequently assigned in lessons. We will also work through honor band audition excerpts and solo and ensemble repertoire. Students will discuss their musical interests with me and choose appropriate repertoire to study on an individual basis. I also provide instruction in music theory, aural skills, sightreading, and more.

Lesson Expectations

I don't expect perfection, but I do expect effort to be put into assigned materials. Students should practice all lesson materials so that they reach a level at which we can make meaningful improvement within the lesson hour. Practice expectations vary by level of experience and musical goals, but students should arrive to lessons with evident progress on the material. If the student has questions or needs tips to practice during the week, they may absolutely email or text me to ask! Similarly, if something comes up which affects practice time, please communicate that with me prior to the lesson so we can adjust the plan to be the most beneficial.

Lesson Rates

\$35 for 30 minutes

\$40 for 45 minutes

\$45 for 1 hour

Payment Methods

I currently accept payments via cash, checks made out to Michelle Jaluvka, or via Venmo to @mjaluvka. Payments must be made in advance of each lesson. Payments should be made weekly, but in extenuating circumstances, we can discuss alternate payment schedules. In the case of unexcused absences, payments should still be made—however, in the case of excused absences, no payment will be expected. If payment is not received for three consecutive lessons, I retain the right to terminate lesson services.

Attendance Policy

Regular attendance is critical to achieving success on your instrument—however, scheduling conflicts arise, and I do everything I can to work around these. If the student contacts me 24 hours or more prior to their lesson time, the absence will be excused, and I will make every effort to reschedule the lesson within a two-week window. If the student fails to give a day's notice (24 hrs. prior to the start time of the lesson), the lesson will be forfeited, and payment will still be expected. Excused absences in which the attendance and payment policies may change are family or medical emergencies, but others may be determined on a case-by-case basis. On occasion, my own schedule can interfere with regular lesson days and times—in such cases, I will communicate the conflict no later than a week in advance and will work to schedule an alternate meeting time.

Drop Policy

If a student wishes to discontinue lesson services, one month's notice is required.

Lesson Materials

Required materials are:

- Clarinet in working condition: *If repairs are necessary to the instrument, please let me know this before getting the work done. If you are interested in upgrading your mouthpiece, ligature, or instrument, please consult me prior to making any purchases.*
- 2-3 playable reeds: *Playable reeds do not mean reeds that were unwrapped right before the lesson! This means the reeds should already be broken in and should empower you to produce the most characteristic sound possible on your instrument. If you have questions about purchasing reeds, please contact me.*
- Spiral-bound notebook: *All students should have a notebook dedicated to tracking lesson assignments and information given during the lesson. **This notebook should be brought to every lesson so that all assignments are accounted for.***
- Pencil: *I will give comments throughout the lesson on things students should observe in their music—a pencil is necessary to mark these notes in your music, because we can't remember everything!*
- Music stand: *When practicing, it is critical to be able to sit/stand with good posture, and music stands are the best way to ensure this.*
- Lesson materials as discussed: *I will often scan or loan music to students, but they should ultimately be purchasing any etude books, method books, or solo literature assigned for lessons. Originals of solo music are required for solo and ensemble, and I cannot be held liable if the student is unable to procure these originals prior to their adjudication day. Additionally, it is a difficult feat for me to scan music for all my students throughout the week. For this reason, it is best to purchase all books and solo literature when it is assigned.*

If you have questions or concerns, don't hesitate to reach out by text, phone call, or email. I want to make this the most positive experience possible for each and every one of my students and their families. I am so excited to work with you!



Lesson Contract

Email: michellejaluvka@gmail.com

Phone: (919) 745-7855

Dear Parents/Guardians,

Please complete this form to ensure that I have current contact information. Your signature on this page indicates that you have reviewed my lesson policies and will adhere to them for the duration of our time together. *I look forward to working with you!*

Student Name _____

Parent/Guardian Name(s) _____

Home Phone _____

Primary Mobile Phone _____

Preferred Parent/Guardian Email _____

Student Mobile Phone _____

Preferred Student Email _____

School _____

Band Director _____

Please sign below to indicate your adherence to the guidelines outlined in my lesson policies packet.

Parent/Guardian _____ Student _____

Date _____