

Aranda Music Program – 2007 Calendar

Date	Day	Task	Who
<b>2007 - Term 4 (some critical dates)</b>			
Dec, early		Note in newsletter for 2007 coordinators	Ellen
Dec		Confirm with school rooms etc for 2007	Lel
<b>2007 - pre Term 1</b>			
Jan late		Preliminary sort out of tutors and rooms, & coordinators	Lel
<b>2007 - Term 1 (2 Feb – 13 Apr)</b>			
Feb 8	Thu	Note in newsletter about timeline for reenrolment	Lel
Feb 14	Wed	Close of enrolments	
Feb 15	Thu	Committee MEETING, purpose to - finalise allocations - confirm Executive to notify P&C	ALL
Feb 15-18	Thu-Sun	Committee rings parents and tutors to advise of schedule	ALL
Feb 19	Mon	(WEEK 3) Program commences & tutors give out invoices	Tutors
Mar 9	Fri	DEADLINE for fees to be paid	
Mar 26	Mon	Committee MEETING, purpose to: - sort out who is asked to leave the program (not paid) - review re-enrolment procedure	ALL
Apr 2	Mon	Start distribution of invoices for Term 2	Tutors
<b>2007 – Term 2 (30 Apr – 6 Jul)</b>			
May 11	Fri	DEADLINE for fees to be paid	
May 29	Tue	Committee MEETING, purpose to: - sort out who is asked to leave the program (not paid) - commence organise of mid-year concerts	ALL
Jun 25	Mon	Start distribution of invoices for Term 3	Tutors
Jun 25-26	Mon/Tue	MID-YEAR CONCERTS	
<b>2007 – Term 3 (23 July – 28 Sept)</b>			
Aug 3	Fri	DEADLINE for fees to be paid	
Sept 10	Mon	Committee MEETING, purpose to: - sort out who is asked to leave the program (not paid) - review invoicing procedure - put in place 2007 enrolment procedure	ALL
Sept 17	Mon	Start distribution of invoices for Term 4	Tutors
<b>2007 – Term 4 (15 Oct – 21 Dec)</b>			
Oct 26	Fri	DEADLINE for fees to be paid	
Nov 13	Tue	Committee MEETING, purpose to: - sort out who is asked to leave the program (not paid)- - commence organise of end-year concerts-	
Nov 14	Wed	Notices out re re-enrolment (3 weeks to do)	
Nov 30	Fri	DEADLINE for return of forms for continuing students	
Dec 10-11	Mon/Tue	END-YEAR CONCERTS	Cate
<b>2008 – Term 1</b>			
	Tue	Close of enrolments	