

WCHOIRS

Warren Central Choirs
Indianapolis, Indiana

www.wcchoirs.com

2022-2023 Choral Department Handbook

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Welcome to a New Year in Choir!

Dear WCChoirs Students and Parents,

You are being given a copy of the Choral Department Handbook to keep in your possession for the entire school year. This handbook has been instituted with the purpose of maintaining and enhancing the high standard of excellence that has been a tradition in the Warren Central High School Choral Department. You will now have more knowledge and insight about the exciting, hard-working, educational, and creative experiences that you will have in this dynamic program. The overall choral program at Warren Central is made up of seven (7) different ensembles:

- **Fermata** – Beginning Concert Choir
- **Warrior Sound** – Beginning Concert Choir
- **Bella Coro** – Intermediate Treble Concert Choir
- **Spirit** – Intermediate SATB Concert & Show Choir
- **Hi-Lites** – Advanced Treble Concert & Show Choir
- **Connection** – Advanced SATB Concert & Show Choir
- **16th Street Soul** – Honors Advanced Contemporary A Cappella Choir

Please look over all of the information in this handbook, as it is essential to your participation in this department. The following is a resource for the entire school year--classroom policies and procedures, information about choir fees and accounts, and the grading policy. You will find most every question answered in this handbook; however if you have a question, please feel free to contact one of the directors at school: (317) 532-6200 (ext. 6273 or 4331).

Thank you for your support!

Mister Brian Long & Miss Kelsey Coram

Statement of Purpose

Our goal is to create a classroom and rehearsal space that is a community of learners made up of students who feel valued and respected. **Our responsibility** as educators is to create a safe place for students to learn through creating music which will allow them to make mistakes and learn from them. It is also our responsibility to provide opportunities for students to learn life skills that will make them better humans; *essential elements such as civility, order, respect and excellence*. **We believe** the purpose of classroom management is to support the educator in achieving these goals by outlining the expectations and procedures that guide our daily classroom functions and experiences. **Our intention** is to acknowledge the positive behavior of the students while providing support to those who need more guidance. Each student is a vital part of the ensemble and choir community's journey through the learning experience. When we all do our part to participate positively, when we support and encourage each other, and when we value the diverse contributions of our fellow students, THAT is when we truly come together and we are **Warrior Strong!**

BE Here - Be YOU - BELONG

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Classroom Expectations, Rules & Procedures

Our classroom expectations are in line with all of the Warren Central High School and Walker Career Center standards and expectations.

1. Show Civility
2. Show Order
3. Show Respect
4. Show Excellence

In choir class we will:

- Show **CIVILITY** by following adult directions and using polite words.
- Show **ORDER** by arriving on time, keeping food and drink out of the classroom, and remaining seated until told otherwise and/or dismissal.
- Show **RESPECT** by staying on task, having materials for class, and using electronics as instructed and when instructed only.
- Show **EXCELLENCE** by using materials in the way they are intended and actively participating in all choir classroom and performance experiences.

Rules for Classroom Routines

	Arrival	Group Work	Independent Work	Whole Group Work	Dismissal
CIVILITY	Follow any instructions given	Use polite/professional language	Raise a hand with questions/comments	Complete tasks as assigned	Wait for director to dismiss before leaving
ORDER	Arrive on time, get your folders and put any gum, food or drink in the trash	Stay in assigned seat unless instructed otherwise	Wait for permission before using electronic devices or earbuds	Stay in seat and share ideas, thoughts, and questions by raising a hand or as directed by the teacher	Stay seated until the director dismisses the class
RESPECT	Electronic devices put away once you get in the classroom and have your folder ready	Listen to group members	Earbuds: One in/ out, volume low; device in pocket or under chair (w/ permission)	Pay attention to the person speaking; take notes as needed and use lesson-specific materials as directed	Sit quietly until dismissed
EXCELLENCE	Get folders and have music ready to rehearse	Complete and perform your part; support peers	Ask questions as needed and complete any assignments	Share ideas; actively participate and complete any assignments	Encourage others to prepare for dismissal by sitting quietly

Curriculum Objectives and Course Standards of Choral Education

The following are specific objectives for choir curriculum:

1. Mental and physical discipline
2. Citizenship through a cooperative endeavor/ experience
3. Professionalism
4. Physical conditioning
5. Cultural growth through performance
6. Ability to make musical and aesthetic value judgments through critical listening; recognizing quality tone, pitch, style, tempo, rhythm, balance, blend, phrasing, dynamics, and articulation
7. Vocal technique, skill development and voice science
8. Creative self-expression
9. Historical perspective through bring the past forward to the present through music

The following are the Standards of Choral Education as outlined by the Indiana State Department of Education. You can find more details by visiting:

<https://www.doe.in.gov/sites/default/files/standards/2018-indiana-music-education-ensemble-standards-jmw.pdf>

Anchor Standard 1: CONNECT – Experience and Connect: Connect with a varied repertoire of music by exploring the relationships between music and personal experience.

Anchor Standard 2: CONNECT – Apply and Transfer: Connect with a varied repertoire of music by exploring the relationships between music, the other arts and disciplines outside the arts.

Anchor Standard 3: CONNECT – Explore: Connect with a varied repertoire of music by exploring the relationships between music and history and culture.

Anchor Standard 4: LISTEN AND RESPOND – Respond: Listen and respond to a varied repertoire by audiating music.

Anchor Standard 5: LISTEN AND RESPOND – Understand and Inform: Listen and respond to a varied repertoire of music by describing, interpreting, analyzing and evaluating music and its elemental components.

Anchor Standard 6: LISTEN AND RESPOND – Interpret and Express: Interpret and express music through movement.

Anchor Standard 7: PERFORM – Develop and Perform: Perform a varied repertoire of music by singing, alone and with others from rote, memory and written notation.

Anchor Standard 8: PERFORM – Develop and Perform: Perform a varied repertoire of music by playing instruments, alone and with others, from rote, memory, and written notation.

Anchor Standard 9: CREATE – Imagine: Create a varied repertoire of music by improvising melodies, variations, and accompaniments.

Anchor Standard 10: CREATE – Transform: Create a varied repertoire of music by representing audiated music.

Anchor Standard 11: CREATE – Create: Create a varied repertoire of music by composing and arranging music with both traditional and non-traditional notations.

Journey of a Graduate Skills

Critical Thinking

CHO. CT. 1: I can evaluate ideas and information from multiple sources for validity, relevance, and impact.

CHO. CT. 2: I can collect and analyze information to effectively reason.

CHO. CT. 3: I can engage in problem solving, inquiry, and the design of innovative solutions.

Communication

CHO. CM. 1: I can share ideas in a variety of ways appropriate for the audience.

CHO. CM. 2: I can listen to build understanding and empathy.

CHO. CM. 3: I can utilize technology and media effectively.

Resilience

CHO. R. 1: I can take healthy risks despite fear of failure.

CHO. R. 2: I can persist to accomplish my goals.

CHO. R. 3: I can recognize, access, and utilize support from others.

Collaboration

CHO.CL. 1: I can respect diverse perspectives that engage the group in discussion and learning.

CHO. CL. 2: I can improve independent learning by seeking feedback from others.

CHO.. CL. 3: I can contribute individual ideas and accept ownership for shared results.

Content Knowledge

CHO. CK. 1: I can acquire the skills that align with my passions, interests, and career goals.

CHO. CK. 2: I can apply my learning in creative ways.

CHO. CK. 3: I can connect my learning experiences across multiple experiences.

Citizenship

CHO. C. 1: I can demonstrate Civility, Order, Respect, and Excellence (CORE).

CHO. C. 2: I can practice empathy and compassion by acknowledging diverse perspectives and cultures.

CHO. C. 3: I can engage in civic processes. .

Warren Township Grading Scale

A	93-100	C	73-76
A-	90-92	C-	70-72
B+	87-89	D+	67-69
B	83-86	D	63-66
B-	80-82	D-	60-62
C+	77-79	F	59 and Below

Required Materials

- Various musical materials will be provided
- Student Chromebook
- Performance Outfits will be provided based on choir fees collected
- Pencil

Assessment and Evaluation Grading Policy

Grading is a matter of achieving points throughout a report period. Each course has a prescribed number of rehearsals, performances and assignments. As tasks are completed points are assessed and recorded in Synergy, our school district's student record keeping system. Students who complete the assignments (daily classroom as well as scheduled after school rehearsals and performances) will earn the necessary points based on the quality of the work shown and / or assessed.

Your student grade will be split between Assessments (60%) and Practice (40%). The course syllabus has more detail on these categories.

Examples of Points per occurrence:

- After school rehearsals = 100 points/rehearsal
 - o Loss of points will be assessed in this manner
 - For every minute late to rehearsal = -2
 - Not in appropriate rehearsal attire, including shoes and clothing = -10
 - Unexcused absences = Loss of all points for scheduled rehearsal
 - After 3 unexcused absences your position in choir may be in jeopardy
 - Disruption in rehearsal = -25
 - Dismissed from rehearsal due to inappropriate behavior = Loss of all points for scheduled rehearsal
 - Inappropriate use of electronic device(s) = -10
- Performances = 200 points/performance
 - o Loss of points will be assessed in this manner
 - For every minute late to report time = -5
 - Inappropriate concert attire = -25 unless it is ISSMA or other contest and it will be a loss of all points and inability to perform with ensemble
 - Unexcused absence = Loss of all points for performance
 - Inappropriate behavior during performance = -50 per infraction
 - Inappropriate use of electronic device(s) = -25 per infraction
 - o For example, the Winter Concert (Semester 1) and Spring Concert (Semester 2) are used as Journey of a Graduate Project and considered part of the assessment grades. Therefore, if a student has an unexcused absence from either of these performances, their semester grade will be adversely affected.

Absences from Performances and Rehearsals

Choir is a performance-based course and there may/will be outside of class rehearsals and performances. Attendance is absolutely REQUIRED! There are only three exceptions to this rule:

- Death of a family member
- Severe illness of a family member
- School-excused illness or absence

If a student misses a performance or rehearsal and is unexcused, there will not be an alternate assignment to replace the given points. The student will receive a "0" for the missed performance or rehearsal. If a student has an excused absence from either, there may be an alternate assignment given

to replace the missed event. However, the student will also not receive any negative affect from their grades and will be exempt from said event. If for some reason your student cannot attend a rehearsal due to extenuating circumstances, there is a form on the choir website that the student needs to fill out to request said absence. This does not guarantee that the absence is approved but it is considered communicated when properly filled out at least 48 hours in advance. This form is also used to communicate a tardy or an early dismissal from any rehearsal outside of the school day. See the choir website at www.wcchoirs.com for more information. After 3 unexcused absences, you may be pulled from any portion of a performance.

Communication is the Key to Success!

Student Participation Fees

All students are required to raise funds for the many activities we do in the WCHS Choral Department. *These funds pay for contests, events, entry fees, costumes, music, instrumentalists (accompanists), choreographers, copyrights, etc.* This policy ensures a uniform look among all of the groups and meets requirements for all performers and contests. Many student fundraising opportunities are provided in order to help defray this cost. Our hope is that you don't have to pay a single dime but can raise it all through these opportunities.

Please realize that fees may be paid out of pocket or raised through the many fundraisers done during the school year. Fees may be paid with cash, personal check, bank check, money order made out to **Warren Central Choirs**, or with a debit/credit card through our student account website, www.mymusicoffice.com. Log in information will be handed out to each family.

The flat rate choir fees for 2022/2023 are as follows:

- 16th Street Soul = \$450 choir fee
- Connection & Hi-Lites = \$850 choir fee

Payment Due Dates

August 31st - \$175 installment for Connection & Hi-Lites
September 21st - \$175 installment for Connection & Hi-Lites
September 21st - \$150 installment for 16th Street Soul
October 19th - \$175 installment for Connection & Hi-Lites
October 19th - \$150 installment for 16th Street Soul
November 16th - \$175 installment for Connection & Hi-Lites
November 16th - \$150 installment for 16th Street Soul
December 21st - \$150 installment for Connection & Hi-Lites

Proposed Fundraisers for 2022/2023

August – Soapy Joe’s Laundry Detergent

September – Advertisement Sales and Sponsorships for this year’s concert program booklets (*see below*)

October – FanAngel Campaign

February – Circle City Showcase (Our show choir competition that we host)

March – TBD

Ongoing – Lucas Oil Stadium or Indiana Convention Center “Volunteering” (*see below*)

Program & Sponsorship Advertisement Sales

- Sell to local businesses (any size business can sponsor)
- Ask families or friends to sponsor you for your choir fees
- 100% of the sponsorship is credited to the selling student’s choir fees
- Easiest way to pay off all of the choir fees with just a few ads

Lucas Oil Stadium, Victory Field, TCU The Lawn or Indiana Convention Center

- Work Concessions
- Students are given the opportunity to sign up to work in a concession stand at either venue for various events and conventions throughout the year
- Payment varies based on the venue and the event but averages about \$10-\$13/ hour
- Students must be at least 16 years of age to volunteer at some venues. Photo ID with birth date is required
- Parents are welcomed and encouraged to sign up as well (100% is credited to your student)
- Uniform consists of black “Dockers”-style or dress pants, white shirt, black socks, and black shoes
- Information packets are given to the student upon request, or upon confirmation of scheduled shifts

Student Accounts

Individual student accounts have been established by the choral music department and are used to keep an accurate accounting of the fees incurred and credited. This allows us to more consistently account for the amounts earned by our students through deposits and various fundraising credits. The following guidelines will be used for these accounts.

1. An individual account will be established for each student.
2. Credit to these accounts can be earned from designated fundraisers or money submitted by the student.
3. Portions from a fundraiser that will be allotted to students will be told in advance of the fundraiser.
4. No money will be directly distributed to students.
5. All overflow funds for underclassmen will be carried to the following year.

6. Any amount left by a student who graduates, discontinues with the choir program, is expelled from the choral program or school, or moves from the school will be credited to the general choral music fund.
7. No monies will personally be refunded to any student.
8. If a student that is leaving has a sibling or relative from their residential household still in the choral program, the monies left over can be credited to said sibling or relative by notifying the director(s) in writing of such a request.
9. All financial records will be maintained by the directors and the choral boosters.

2022/2023 Parent Booster Meeting Schedule

Parent Booster Meetings will be held throughout the year either in-person at a designated location or virtually online. Please be watching ParentSquare and the choir website page for those dates.

Check out our website: www.wcchoirs.com

Tri-M Honor Society, All-State Choirs, and ISSMA Solo & Ensemble Contest

The Tri-M Music Honor Society® is a program of NAFME (National Association for Music Education) which focuses on creating future leaders in music education and music advocacy. Tri-M® is the only national honor society for student musicians in grades 6-12. The Warren Central Performing Arts Department is a sponsor chapter and will get information on how to join to interested students. There will be numerous benefits to membership in this association and it looks great on college resumes. Invitation will be offered to students grades 10-12 in Chamber Singers, Connection, and Hi-Lites who meet the membership requirements.

During the school year students are encouraged to audition for all-state choirs taking place around the state. Opportunities to perform in the Indiana Choral Directors Association All-State Choir and All-State Vocal Jazz Choir, and area university choral festivals are great ways to improve vocal technique. Students will be notified of all application and audition dates for these events. Please contact your student's director for ways to get involved with these groups.

Solo and Ensemble Contest is an event that takes place in February at a school outside of Warren Township. Choir students are encouraged to take a solo or an ensemble to contest. Performers in this event will be awarded a Gold, Silver, Bronze, or Participation based on how they play. If asked, we will try to provide a list of people that may be available to be piano accompanists for soloists. The director will help select music for the students. Ensembles are voluntary and must be entered in approved ISSMA categories of approved combinations. Most ensemble rehearsals will take place after or before school. Last year's costs for this contest were \$15.00 per soloist and \$7.00 per ensemble member. Parents and students will receive more information as the registration deadline nears.

Warren Central Choirs Concert Season

This year's concert season dates are as follows; *this list does not include any contests or performances outside of the school*. All concerts will be presented in The Warren Performing Arts Center. Tickets will be available for pre-sale and at the door until sold out. Information for tickets will be sent out several weeks prior to the concert.

September 27, 2022 – Fall Choral Concert – 7pm (All WCChoirs)

December 16, 2022 – Warren Performing Arts Holiday Spectacular – 7pm (Hi-Lites, Connection & 16th Street Soul)

December 20, 2022 – Warren Performing Arts Winter Showcase – 7pm (Warrior Sound, Fermata, Bella Coro & Spirit)

April 18, 2023 – ISSMA Choir Preview – 7pm (All ISSMA Competing WCChoirs)

May 18, 2023 – Spring Choral Concert – 7pm (All WCChoirs)

WARREN CENTRAL PERFORMING ARTS DEPARTMENT STUDENT AFTER-SCHOOL EVENT POLICY

All Warren Performing Arts students are required to leave the building within 20 minutes of the scheduled ending of all rehearsals, performances, or events with the Warren Central Band, Orchestra, Choir, or Theater programs. This means that all students must be outdoors and may not re-enter the building without a teacher escort.

Non-performing arts students are not permitted to loiter or wait by Door #36 or other Performing Arts Center areas. Only students listed on an official Performing Arts Department Roster may be present in the Performing Arts Center area during school sponsored events. ALL students will be asked by a staff member or administrator to verify their name, class, and activity. Students may be asked to show their ID or to leave the building. Students who do not comply with staff directions will be issued a discipline referral and may lose their privilege to attend after-school events.

BEFORE EVENTS: Students may not arrive more than 30 minutes before a scheduled rehearsal, performance, or other event. Students arriving more than 30 minutes before their scheduled time are required to wait outdoors or be escorted to a performing arts classroom by an instructor.

FAQs

What if the weather is hot/cold/rainy/snowy?

Wait just outside Door #36 underneath the overhang - but remain outdoors. You are not permitted to be indoors for more than 20 minutes after your event ends unless a teacher is present next to you. This policy applies ALL YEAR and under ALL CONDITIONS. Your ride home needs to understand this policy too.

What if I have another activity or event to attend afterwards?

Go to the teacher/sponsor of that other activity and wait with them inside *their* room. You are not permitted to be in the hallway more than 20 minutes after your performing arts activity ends. If the teacher/sponsor of the second activity you are attending is not present, then you need to wait outdoors or make arrangements for a ride to pick you up and bring you back later.

What if my rehearsal doesn't start until later? Like at 6:00pm?

Go home and come back later. You are not allowed to arrive at events more than 30 minutes early without teacher permission for each occurrence. You may not be in the building early unless you have parent permission, teacher permission, and are supervised by a teacher

INSIDE a classroom. Warren Central High School rules say that you must be with a teacher/sponsor by 3:00pm daily. If you are not in a 3:00pm activity, then you should have already left the building.

What if I am in the cafeteria eating at 2:45pm?

That food is for students who stay after-school for an activity or to eat and then get picked up. Get your food, eat it in the cafeteria, and then attend your after-school activity or leave the building. Food is not permitted in any Performing Arts Department classroom or in the Warren Performing Arts Center.

What if I need to practice on my own or with a classmate and my teacher cannot stay to supervise?

That is not permitted. Please go practice at home or make arrangements to practice during a supervised time.

What if I am staying after school for extra help with a teacher...not a rehearsal or performance?

The same rule applies for you. You have 20 minutes after your work with your teacher finishes to be outdoors and picked up by your ride.

What if I do not know what time my event ends?

All events are given at least an approximate ending time. You have 20 minutes from when your teacher dismisses you to get outdoors and be picked up by whoever provides your ride. Use your cell phone or ask to use a classroom phone to make arrangements.

Warren Central High School Performing Arts Department Academic Plan for Competitive Co-Curricular Activities

The Performing Arts Department Academic Plan has been prepared to assist students who are in academic trouble. In order to be eligible for participation in competitive Performing Arts Department ensembles, Warren Central High School will require students to pass 5 credit classes the preceding grading period. Any student failing one or more classes the preceding grading period and/or falling below a 2.0 GPA will be required to attend two (2) tutoring sessions per week. The following examples are the only times allowed for academic tutoring. These are:

- Attend a supervised tutoring or study session with a teacher, instructional assistant or an approved tutor.
- Attend a tutoring or study session that is approved by the Performing Arts Department Chair.

Each ensemble director of a failing student will be responsible for informing the student that they must attend tutoring sessions. In all instances the student must verify their attendance using the Warren Central High School tutoring session verification form. Completed verification forms are to be monitored by the ensemble's director.

1) The student is required to attend a tutoring session at least two different days per week for nine (9) weeks. This time period represents the remaining time in the grading period. If they are passing all classes at the end of the grading period, the student is no longer required to attend tutoring sessions but may continue on a voluntary basis. If the student is not passing all classes they will continue tutoring sessions for the remainder of the ensemble's competitive season. The student can participate in performing arts contests as long as they maintain weekly tutoring session's minimum standards.

2) A student failing one or more classes or falling below a 2.0 GPA and failing to or refusing to participate in the tutoring program will remain ineligible to participate in any contest. The student may practice but not compete during this period.

3) If a student fails to pass five classes, they are ineligible to participate in a contest until the next mid-quarter or quarter grade report. The failing student may not participate in a contest until eligibility has been established by passing at least five credit classes.

Performing Arts eligibility or ineligibility as determined by course grades and GPA is in effect for eight continuous semesters and carries over from one semester to the next.

- Eligibility or ineligibility applies to **extra-curricular competitive performing arts ensembles only** as determined by the Performing Arts Department Chair. Performing Arts Department students are required to complete all curricular course requirements, ISSMA Organizational events, and concerts/festivals outside of the school day regardless of grade requirement.
- Academically ineligible students may continue to practice with the team IF determined by the ensemble director.
- Academically ineligible students earning eligibility after the start of the ensemble's season may only obtain membership with the consent of the ensemble's director and the Performing Arts Department Chair.
- The student must be on time and must bring school-related work to tutoring sessions. If a student is late, they are not given credit for the tutoring session, and obviously this will not count as one of the two required each week.

- Required academic sessions carry-over from one ensemble season to another until the student report card carries no 'F's' or is above a 2.0.
- Students remain ineligible until they attend two sessions per week.
- Contest eligibility or ineligibility from tutoring session attendance is determined by 7:30am on Friday mornings. Students are declared eligible or ineligible by this deadline.
- Tutoring session requirements begin the Monday after grades are issued to students. The Performing Arts Department will provide tutoring session verification forms.
- Tutoring sessions must be led by a teacher, instructional assistant or certified tutor approved by the Performing Arts Department Chair.
- If a student has an excused absence from school, it does not exempt him/her from tutoring sessions. They are still expected to meet the minimum requirement of two sessions per week. The Performing Arts Department Chair will carefully review each situation and make the final eligibility determination.
- Students may NOT attend more than 1 session per day.
- Students may NOT complete a tutoring session with any member of their ensemble's staff.

Managing Scheduling Conflicts Between Performing Arts and Athletics

The Performing Arts Department and the Department of Athletics have established policies in a cooperative venture to help students, ensembles, and teams to manage scheduling conflicts. Both departments firmly believe that we exist to serve students' needs and provide meaningful and memorable experiences for them. Therefore, we believe in cooperating with each other in terms of solving practice and performance conflicts so that students may experience as many activities as possible with as little conflict as possible.

Student and Parent Responsibilities:

- Students and Parents are required to exchange practice and competition schedules and dates with BOTH their performing arts teacher and their athletic coach BEFORE the start of their season.
- Inform and communicate with coaches or teachers immediately upon recognition of conflict.
- Students and parents must understand that there are certain expectations placed on them by their choices. If the student feels they cannot meet both sets of expectations, they may have to make a decision as to which activity they wish to continue with.
- Students are NOT to interpret procedures and schedules. That is a responsibility of the teachers and coaches

It must be recognized by all parties that students need to learn to organize and prioritize activities and responsibilities in their lives. They need to be part of the decision process as to what they want to do.

Performing Arts Teacher and Athletics Coach Responsibilities:

- Teachers and Coaches will check with their students and team to identify those who will have conflicts between activities.
- Teachers and Coaches will exchange practice and competition schedules and dates.
- Leave nothing to question and make sure all facts are presented. Do not let the student interpret. Work together so that all parties will know exactly what needs to be decided.
- Teachers and Coaches must explain to their students that there are certain expectations placed on them by their choices. If the student feels they cannot meet both sets of expectations, they may have to make a decision as to which activity they wish to continue with.

Standard Procedures:

- Practice Conflicts: Alternate or split time in cases of a practice conflict.
- Competition / Performance Conflicts: As a general rule, competitions take priority over practice. If there are conflicts between competitions, the student chooses one course and the next time they are to attend the activity not chosen the first time. In the event of a single conflict, then the Teacher and Coach will collaborate as necessary.
- These “Standard Procedures” can be altered as necessary for the best interest of the ensemble or team based on a collaborative agreement of the Teacher and Coach.
- Failing to meet any requirement will subject the student to any ensemble or team penalties.

My Music Office

We are very excited to have partnered with My Music Office to offer you online access to information concerning your student's participation in music at Warren Central High School.

Please follow the instructions below to login for the first time:

1. Go to www.mymusicoffice.com
2. Locate the Family/Booster
3. Log in using the information given to your student on their first day of rehearsals. If you need this information again, please contact Mister Long at blong3@warren.k12.in.us.
4. If you would like to change your password, you can do so in the Control Panel.
5. Now you are able to
 - Update your contact information
 - View your student's Financial Account
 - Make payments with your debit/credit card
 - Print Financial Statement
 - Message your director

If you ever have questions or concerns regarding your MyMusicOffice account please reach out to Mister Long or Miss Coram for help.

Please make sure that you have this email address, messaging@mymusicoffice.com, saved as a safe email or you may miss important messages regarding your student's account.

