



ST. THEODORE GUERIN CATHOLIC HIGH SCHOOL

MUSIC DEPARTMENT HANDBOOK

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**Guerin Catholic High School
Music Department Handbook**

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Introduction

Welcome to the Guerin Catholic Music Department Handbook! The purpose of this document is to share the mission and expectations of our department. We are guided by the vision statement of Guerin Catholic High School: Lead with Humility, Serve with Love, and Trust in Providence. Our department has been making excellent music since before the doors of Guerin Catholic were officially opened to students, and we intend to maintain this high-quality music making through the dedication of the students and staff in our department for many years! It is important to us that all students at Guerin Catholic know they are welcome in the Music Department, and that we will teach anyone how to be a better musician, regardless of previous experience. We strive to develop well-trained musicians with servant hearts who understand deeply that the music we create is not for our own glory, but for the glory of our Creator. We believe we are at our best when we are praising God through music!

Excellent music making is rigorous. Much is expected of members of the Guerin Catholic Music Department. Music classes and ensembles will teach students discipline and perseverance. Music can lead students to discover new gifts and experience what it means to be a part of something greater than any individual could create alone. We have seen involvement in our department change the lives of teenagers who work hard, are open to feedback, and who open their hearts to God's Beauty. The work is worth it!

We know conflicts will arise; Guerin Catholic students are hardworking and busy! Our hope is that this handbook will allow you to anticipate what to do in moments of conflict; however, we cannot anticipate every challenge that will arise during this school year. Students, reach out to your directors early when you find out about conflicts. Parents, I encourage you to help your children grow in their ability to manage their time and communicate respectfully when they need help.

Finally, please reach out when you have questions! We are here to mentor students as they develop over their time at Guerin Catholic.

St. Theodore Guerin, pray for us.

St. Cecilia, pray for us.

In Christ,

Angie Goćur

Assistant Director of Fine Arts & Music Department Chair

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Mission

Guerin Catholic Fine Arts Department Mission

The Guerin Catholic Fine Arts Department has a three-part mission:

1. To Create

We acknowledge that God, our Creator, has allowed us, his creation, to take part in His divine work of creation. Guided by this knowledge, we mentor and lead our students to discover their own ability to create.

2. To Create Beauty

The world is in desperate need of artists who act as vessels to bring God's beauty into our world. Beauty pierces the heart and opens us to God's goodness. That openness to goodness invites a knowledge of truth, which orients to God, changes individual lives, and changes the world.

3. To Create Lifelong Artists

We aim to inspire young artists to continue creating throughout their whole lives.

National Standards for Music Education

Students will:

Create

1. Generate and conceptualize artistic ideas and work.
2. Organize and develop artistic ideas and work.
3. Refine and complete artistic work.

Perform

4. Select, analyze and interpret artistic work for presentation.
5. Develop and refine artistic techniques and work for presentation.
6. Convey meaning through the presentation of artistic work.

Respond

7. Perceive and analyze artistic work.
8. Interpret intent and meaning in artistic work.
9. Apply criteria to evaluate artistic work.

Connect

10. Synthesize and relate knowledge and personal experiences to make art.
11. Relate artistic ideas and works with societal, cultural and historical context to deepen understanding.

For more info about the National Standards, visit www.nationalartsstandards.org

Course Offerings

Below are all the music classes offered at Guerin Catholic High School. We offer music courses for every level - beginning to advanced! We have had many students start in ukulele and end up joining choir, band, or orchestra at GC! If you're not sure which class is right for you, please reach out to our directors for more information on what is required for each class.

Zero-Period Ensembles

Wind Symphony
String Orchestra
Sounds of Providence

Kairos Ensembles

GoldenVoice
Ambrose
Cecilia
St. Theodora's Jazz Band

Beginning Music Elective Courses

Guitar
Ukulele
Piano I

Intermediate Music Elective Courses

Intermediate Chorus
Modern Rock Band
Music Theory & Composition
Percussion Ensemble
Piano II
Songwriting & Production

Advanced Music Elective Courses

Advanced Piano
House Band
Voice Studio

IB Music Elective Courses

IB Music SL
IB Music HL

For more information on all Guerin Catholic Music Courses, please visit <https://www.guerincatholic.org/course-offerings/>. More information about our year-long ensembles can be found in the next section.

Year-Long Ensembles

Students in the Guerin Catholic Music Department often start with one ensemble but audition for more as they grow as a musician! Our directors are available to mentor students to find the right balance for their ability and time availability. Please know that it is very possible to be in multiple ensembles if you're disciplined with your schedule and you communicate well.

It is also important to understand the credit that each course offers. For example, a student who is enrolled in String Orchestra for four years, then joins Ambrose their sophomore through senior year would end up with 15 credits just from these two music classes! Yes - that's an entire extra year of Fine Arts credits compared to a peer that did not audition for an ensemble at Guerin Catholic!

Zero-Period Ensembles

All Zero Period Ensembles meet Monday, Tuesday, Thursday, and Friday from 7:35-8:25 AM. Like other classes at Guerin Catholic, students enrolled in these courses receive one credit per trimester.

String Orchestra

String Orchestra is an auditioned string ensemble that plays regularly throughout the year at Guerin Catholic Masses, three department concerts, and other various community events. Members of this ensemble should have prior experience on violin, viola, cello, or string bass. This class meets during zero period on Monday, Tuesday, Thursday, and Friday mornings.

Wind Symphony

Wind Symphony is an auditioned band ensemble that plays the most advanced literature for bands performing in Group I at the ISSMA Concert Band State Qualifying contest. Students perform regularly throughout the year at Guerin Catholic Masses, three departmental concerts, and other various community events. This class provides students with a balanced, comprehensive study of music through the concert band, which develops skills in the psychomotor, cognitive, and affective domains. This performance ensemble is open to students in grades 9-12 who play woodwind, brass, bass guitar/string bass, or percussion instruments. The primary goal of this course is to teach students authentic, performance-based musical skills. The curriculum also includes but is not limited to: pep band performances throughout the fall football season, concerts throughout the academic year, ISSMA organized performances such as ISSMA State Qualification Contest, and participation in the ISSMA solo and ensemble, performances at community related events as well as school related events such as parades, pep sessions and commencement ceremonies. Away/overnight trips are possible. The Wind Symphony includes a pep band requirement unless a student has a valid conflict with the pep band season, such as a GCHS fall sport. Students that are unable to participate in the pep band due to a valid conflict are still eligible for this course, but are excused from pep band commitments.

Sounds of Providence

Sounds of Providence is a select, auditioned chamber choir that sings regularly at Guerin Catholic Masses, performs at concerts including department concerts, and sings frequently throughout the year for other various school and community events. Auditions are held in May for the following year. Members of Sounds of Providence are in the Music Kairos, and earn 1 credit per trimester for involvement in this choir. This class meets during zero period on Monday, Tuesday, Thursday, and Friday mornings.

Kairos Ensembles

These ensembles normally meet two times per week during Kairos from 11:10 - 11:40. They are credit-bearing courses but because of the unique scheduling, students receive one credit per year for each Kairos Ensemble in which they are enrolled. For example, a student involved in GoldenVoice and St. Theodora's Jazz Band would earn two credits over the course of a school year in these ensembles.

GoldenVoice

GoldenVoice is an auditioned, mixed-voice advanced concert choir that sings regularly at Guerin Catholic Masses, performs at three department concerts, and sings throughout the year for other various events. Auditions are held in May for the following school year. GoldenVoice is open to sophomore through senior boys and sophomore through senior girls. Members of GoldenVoice are in the Music Kairos, and earn 1 credit per year for involvement in this choir.

St. Cecilia Women's Choir

Cecilia is an auditioned, all-girl concert choir that sings regularly at Guerin Catholic Masses, performs in three department concerts, and sings throughout the year for other various events. Auditions are open throughout the school year by contacting the director. Members of Cecilia are in the Music Kairos, and earn 1 credit per year for involvement in this choir.

St. Ambrose Men's Choir

Ambrose is an auditioned, all-boy concert choir that sings regularly at Guerin Catholic Masses, performs in three department concerts, and sings throughout the year for other various events. Auditions are open throughout the school year by contacting the director. Members of Ambrose are in the Music Kairos, and earn 1 credit per year for involvement in this choir.

St. Theodora's Jazz Band

A traditional "big band" and is open to students who play saxophone, trumpet, trombone, piano, bass, drums and guitar who have adequately developed technique on their instrument and are interested in performing jazz and popular music. The classes dig into many genres including swing, rock, funk, and latin styles. Literature for this ensemble will be selected from the standard "big band" and contemporary repertoire. Intervals, chord structure, chord progressions and improvisation will be studied. Students taking this course develop musicianship and specific performance skills through group and individual settings for the study and performance of the varied styles of instrumental jazz. The instruction includes the study of the history, formative, and

stylistic elements of jazz. Students develop their creative skills through: (1) improvisation, (2) composition, (3) arranging, (4) performing, (5) listening, and (6) analyzing. Students are provided with opportunities to experience live performances by professionals during and outside of the school day. A limited amount of time outside of the school day may be scheduled for dress rehearsals and performances. In addition, a limited number of public performances may serve as a culmination of daily rehearsal and music goals. Students must participate in performance opportunities, outside of the school day, that support and extend the learning in the classroom. This group participates in ISSMA Jazz Festival each spring. Jazz is a uniquely American art form, and GCHS Jazz students seek to preserve and perform it at its highest level!

All members of director-run ensembles are expected to participate in leading music at Mass. This is our greatest honor and responsibility as a department and should be treated as such.

Extra-Curricular Ensembles

Golden Eagle Drumline

The Golden Eagle Drumline is an extra-curricular ensemble that plays throughout the entire school year. To be eligible to play in drumline, students must be members of at least one other Music Department Zero Period or Kairos ensemble.

Student-Directed Clubs

Praise & Worship Club

The Guerin Catholic Praise and Worship Group is a club made up of all types of students and teachers. The goal of this club is to help people encounter the Lord through prayer, praise, and worship. They meet Wednesday mornings at 7:45 in the St. Joseph Chapel to adore Jesus Christ through their gift of song.

Auditions

The Music Department is a welcoming environment that hopes many students join our program every year! To ensure that students are put in the ensemble that best matches their level of knowledge and ability, students are expected to audition for all GC year-long ensembles. While we expect the highest level of commitment from those in our ensembles, we have an ensemble that fits any level of musical ability!

Auditions are held each spring to join our ensembles. If you are interested in joining during the school year, please reach out to the director of the ensemble you are interested in joining to see if membership is possible. Based on available spots in the ensemble, students are sometimes able to audition during the first two weeks of each trimester.

Expectations vary between ensembles on whether students are expected to re-audition for their spot in an ensemble. Expectations for re-auditioning annually explained below:

Members of These Ensembles Do Not Need to Re-Audition Annually

String Orchestra	Cecilia
Wind Symphony	Ambrose
St. Theodora's Jazz Band	GoldenVoice

Members of These Ensembles Do Need to Re-Audition Annually

Sounds of Providence
Golden Eagle Drumline

Rehearsal

Rehearsal Procedures and Policies

Rehearsal procedures will be explained by each director; however, there are several expectations that are consistent throughout the department.

1. Students are expected to arrive on time and prepared for each rehearsal.
2. All participants in the rehearsal will treat each other with respect.
3. Because rehearsal time is limited, interruptions should be kept to a minimum. It is preferred that questions not directly related to the rehearsal's content should be asked at the conclusion of the rehearsal.
4. When conflicts arise, we will treat one another with Christian charity.

During full-department rehearsals, it is crucial that students come prepared and are on their best behavior. It is a unique strength of the Guerin Catholic Music Department that we are able to have so many full-department projects to work on as one full ensemble.

Rehearsal Schedules

The commitment of each student is key to the success of the entire ensemble. Please make sure you understand your schedule and communicate questions when you have them!

	Music Department - Normal Weekly Schedule				
	Monday	Tuesday	Wednesday	Thursday	Friday
Zero Period 7:35-8:25 AM	Sounds of Prov. Wind Symphony String Orchestra	Sounds of Prov. Wind Symphony String Orchestra	Praise & Worship Club	Sounds of Prov. Wind Symphony String Orchestra	Sounds of Prov. Wind Symphony String Orchestra
Kairos 11:10-11:40 AM	Kairos Mass	GoldenVoice	Cecilia Ambrose Jazz Orchestra	GoldenVoice	Cecilia Ambrose Jazz Orchestra

Kairos rehearsals are dependent on our GC school calendar and change often.
Always consult our Music Department Google Calendar for an up-to-date schedule.

Zero Period rehearsals start promptly at 7:35 a.m. Kairos rehearsals start promptly at 11:10 a.m. Students who are not in their assigned place, fully prepared at that time will be considered tardy to rehearsal. At 6 absences in one trimester, communication will be sent to families. At 8 absences in one trimester, a meeting will be set with the Assistant Principal of Student Services to put a plan in place to help the student develop needed skills to arrive on time and prepared for rehearsal.

Calendar of Events

The Calendar of Events is available on the Guerin Catholic Music Department website (<https://www.guerincatholic.org/music/>) using Google Calendar. The online calendar acts as the office calendar for all groups and should be considered up to date at all times. Each calendar is available to sync with your own electronic calendar. Please make sure that you stay up to date with all events, rehearsals, and performances.

Find the Music Department Calendar at <https://www.guerincatholic.org/music/>

GC-HS-Music Department

Today ◀ ▶ November 2023 ▾

Print Week Month Agenda ▾

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29 7:35am WS, ST, SOP 11am AMB, CEC, JO	30 7:35am WS, ST, SOP 11:10am GV Rehearsa	31 7:35am GV: Mass Set 9:45am GV: All Saints	Nov 1 7:35am WS, ST, SOP 11:10am GV Rehearsa	2 7:35am WS, ST, SOP 11:10am CEC, AMB, Jk	3 7:35am WS, ST, SOP 9am SOP: Saturday F	4
5 7:35am WS Rehearsa 11:10am JO Rehearsa	6	7	8	9	10 7pm Modern Band St	11
12 7:35am WS, ST, SOP 11am Kairos Mass 6:45pm All-State Cho	13 (12:00am) Student 7:35am WS, ST, SOP 11:10am GV Rehearsa	14 11:10am CEC, AMB, Jk 4pm AMB After-Schoi 4pm CEC After-Scho	15 7:35am WS, ST, SOP 11:10am GV Rehearsa	16 7:35am WS, ST, SOP 10:55am Big Prayer 11:10am CEC, AMB, Jk	17 1pm HB: Girls B-Ball	18
19 7:35am WS, ST, SOP 11am Kairos Mass 4pm Staff Choir: Reh	20 7:35am WS, ST, SOP 9:45am BWAG Mass:	21	22	23	24	25
26 7:35am WS, ST, SOP 11am Kairos Mass	27 7:35am WS, ST, SOP 11:10am GV Rehearsa 4pm CEC: After-Scho	28 (12:00am) Director 7:35am WS, ST, SOP 11:10am CEC, AMB, Jk 11:10am GV Rehearsa	29 7:35am WS, ST, SOP 10:55am Big Prayer 11:10am CEC, AMB, Jk	30	Dec 1	2

Events shown in time zone: Eastern Time - New York

+ Google Calendar

Tap the +
to add to your
Google Calendar!



Music Kairos

All members of the Music Department will be placed into a Music Kairos. If a student decides to leave an ensemble during the school year, they will be moved out of their Music Kairos into another Guerin Catholic Kairos at the end of the school year.

Grading

Every ensemble at Guerin Catholic (except Golden Eagle Drumline) is a class and should be treated as such. Participation makes up the largest portion of your grade. You should be at rehearsal prepared and on time. Failure to do so will result in the lowering of your grade.

Concerts are mandatory for all members of ensembles. Dates for concerts are given at the beginning of the school year. Please put them on your calendar as soon as you receive them.

If you anticipate a conflict with rehearsals or performances, please communicate it as soon as possible using the Absence Request Form.

Attendance, Conflicts, and Communication

Conflicts will arise, and communication is key! Please reach out to your director as soon as you are made aware of a conflict with rehearsal or any performance. Your director will help you navigate the conflict as much as possible, but cannot help if they are not aware of the conflict!

Every music ensemble (except Golden Eagle Drumline) is a graded class. Missing rehearsals or performances will lower your grade, unless your teacher is made aware of the conflict in advance and has communicated that the absence is excused.

If a student is excused from school, they will also be excused from missed rehearsals or performances that day. If a student is sick or will miss zero period, parents should call the Guerin Catholic Attendance Line (317-660-0404). Please call this attendance line even if the student will attend other classes on that school day.

Missing a Performance

Students are expected to attend all performances. It is a huge disruption to miss even one voice or instrument at a performance; we need you there! Failure to attend a required event (performance, concert, dress rehearsal, festival) without a valid, written excuse via the [Absence Request Form](#) (available from your directors), fully explaining the absence will result in the lowering of the student's grade. Punctuality also impacts grades. Please submit any conflicts in writing to your director as soon as possible to allow your director time to plan for your absence.

Once your conflict has been communicated to your director, you can expect a response within 48 hours that will help you to understand whether the absence is excused or not and how missing a performance could affect your grade.

If you are late to a performance without previous communication, your grade will be lowered. If you miss a performance without previous communication, you will not receive credit and will not be offered the opportunity to make up credit for this assignment.

Kairos Conflicts - What Do I Do?

Any conflict with a Kairos rehearsal will have an effect on your grade in that course. Students should communicate conflicts as soon as possible, and ask their director for guidance when they are unclear on what to do during Kairos. One of the most common requests for missing up rehearsals is asking to make up a test or quiz for another subject. Without approval in advance from your director, missing a rehearsal for any reason - including work for another class - will negatively impact your grade. Guerin Catholic teachers are aware of our rehearsal schedule and will work with students to find another time to make up a quiz or test, if students communicate well and explain their rehearsal schedule. Like all other conflicts, communicate clearly and often to find the best solution.

If you need help managing your calendar, please reach out to your counselor or director for support! It is always better to communicate with these adults that want to help you be a successful member of the Guerin Catholic Music Department.

Rehearsal Conflict - Is It Excused?

Reason to Miss	Is It Excused?
Sick or Excused School Absence	Yes, it's excused and will not affect your grade.
Guerin Catholic Activity Pre-Approved By Department	Yes, it's excused and will not affect your grade.
Conflict Communicated in Advance and Approved By Director	Yes, it's excused and will not affect your grade.
Conflict Communicated Less Than 24 Hours in Advance of Rehearsal	No, it's not excused and you will not receive credit for missed rehearsal time.
Conflict Communicated after Missed Rehearsal	No, it's not excused and you will not receive credit for missed rehearsal time.

Athletic Conflicts - What Do I Do?

Communication is key! We want our musicians to be involved in Guerin Catholic athletics. However, we know there are often conflicts with our rehearsals and practices. Look ahead, be prepared, and communicate conflicts with your directors and coaches as early as possible. Even if the table below tells you how to handle your conflict, it is very important that you still communicate the conflict and your proposed solution to both your coach and director! You should always communicate conflicts as early as possible to allow everyone involved time to find the best solution for your situation.

Music Dept. Commitment	Athletics	What to Do
Practice	Practice	Practice is Split 50/50
Practice	Game	Attend Game
Dress Rehearsal	Practice	Talk with coach and director
Dress Rehearsal	Game	Talk with coach and director
Concert	Practice	Attend concert
Fall, Winter, or Spring Concert *Dates below	Game	Attend Concert
Concert (Not Full Department)	Game	Talk with coach and director
Dress Rehearsal/Concert	Play Off Game	Talk with coach and director

Music Department Concert Dates for the 2025-2026 School Year

Fall Concert: Tuesday, October 7, 2025 at 7 PM

Christmas Concert: Saturday, December 13, 2025 at 10 AM & 2 PM

Spring Concert: Friday, May 8, 2026 at 7 PM

Withdrawal Policy

All ensemble classes are year-long commitments. While we hope that all students are able to maintain involvement in these courses all year, we understand that unusual circumstances do arise, and students need to withdraw from the course. In these instances, the following steps should occur.

1. Speak with your director to see if you can find a short-term solution to your problem that would avoid the need to drop the course.
2. If you have spoken with your director and mutually agreed that dropping the course is the best plan of action, please complete a Music Department withdrawal form. This form will require a reason for dropping, and signatures from the following people: student, parent, director of ensemble, Kairos teacher, and counselor.
3. Submit the form to the Counseling Department.

Add/Drop Window

For all ensembles, there is a grace period within which music courses can be added or dropped without a record of the change on their transcript. **If a student drops a class outside of the Add/Drop Window, your transcript will record that you have withdrawn from the course.** This will have no bearing on your GPA, but will allow your transcript to more accurately reflect the academic choices you have made at Guerin Catholic.

For Zero Period courses, the Add/Drop Window is 10 school days at the beginning of each trimester. (Reminder: Zero Period Courses are Wind Symphony, String Orchestra, and Sounds of Providence)

For Year-Long Kairos Ensembles, the Add/Drop Window is 10 school days at the beginning of the first trimester. There is no Transcript Grace Period in the second or third trimester for Year-Long Kairos Ensembles. (Reminder: Year-Long Kairos Ensembles are GoldenVoice, Cecilia, Ambrose, and St. Theodora's Jazz Orchestra.)

Concert Meals

On all concert days, our Music Department will eat together as a department. The cost for these meals is \$35 for the year, and a form will be sent out through PowerSchool at the beginning of the school year to parents to cover this cost. Parents will have the opportunity to designate any food allergies or dietary restrictions on this form.

Concert Attire

All students in the Music Department are expected to provide their own concert attire. Concert attire is worn for formal performances such as our three department concerts. The same items are worn for all Music Department ensembles - girls are in dresses, and boys are in tuxes. These are not purchased through the department; each family is responsible for purchasing their own concert attire. Instructions for purchasing your concert attire can be found below.

All students are expected to wear black dress shoes as a part of their concert attire. Girls should wear closed-toed black dress shoes with no socks, boys should wear black dress shoes with black socks.

Concert Attire Ordering Instructions

All apparel ordered from [Southeastern Apparel. https://sepapparel.com/](https://sepapparel.com/)

All items will probably need to be hemmed or altered, so please order as soon as possible to allow yourself time to adjust your apparel before our first concert.

Girl's Dress Information



Cadenza Dress

Item Number: D673

Color: Black

Price: \$75



Dresses are machine washable.

***Please pay special attention to the sizing charts on the website!
These do not always match normal street clothing sizes!***

All girls are expected to provide and wear their own closed-toed black dress shoes. They should not wear socks. Hair must be tidy and out of your face.

Boy's Full Tuxedo Ensemble

[Men's Full Tuxedo Ensemble](#)

Price: \$120



Price is discounted when you purchase full tuxedo ensemble.

If you only need to replace specific items, they are available for purchase individually.

Please select these specific items for the tuxedos.



[Tuxedo Jacket](#): Style #B723, PEAK Lapel Style

[Men's Shirt](#): Style #G703 WING Collar



[Tuxedo Pants](#): Style #E305 PLEATED Front

[Bow Tie](#): Style #U100 Black Bow Tie



[Cummerbund](#): Style #V100 Black Cummerbund



***Please pay special attention to the sizing charts on the website!
These do not always match normal street clothing sizes!***

All boys are expected to provide and wear their black dress shoes with black socks.

Concert Attire Closet

Through the generosity of our Music Department families, there are a limited number of concert attire pieces available in our Concert Attire Closet. These items are free, and given on a first-come-first-served basis. If you are interested in using these items, please reach out to your director to set up an appointment to look through items in the Concert Attire Closet.

If you are interested in donating pieces of attire to the Concert Attire Closet, please send in laundered items at any point throughout the school year or summer to the Music Department. Thank you!

Practice Rooms

The Music Department of Guerin Catholic High School is fortunate to have two practice rooms equipped with pianos.

Practice Room Guidelines:

- No food or drink allowed in the practice rooms.
- No equipment may be removed without consent of a music teacher.
- Practice rooms are for practice only, not socializing.
- When using the practice rooms the light must be on.
- Students must be standing or sitting in a chair/bench. Students may not sit or lay on the ground.
- Practice rooms are for music students only unless special permission has been granted from a music faculty member.
- Ensemble rehearsal room pianos may NOT be played by students without permission from a music teacher.

Instrument Locker Room

Each student in Wind Symphony and String Orchestra will be assigned a locker at the beginning of the school year. It is the student's responsibility to keep their locker clean!

If you are in another ensemble or music course that requires you to bring an instrument to school frequently, please ask your teacher about having a locker assigned to you for the trimester or year. Please note: students in Ukulele will not be given an Instrument Locker.

Food should never be consumed in the Instrument Locker Room. No clothing storage is allowed in the lockers, with the exception of items needed for a performance that day.

Cell Phone Policy

Unless given direct permission from your director, there should be no cell phones in rehearsal.

**Guerin Catholic Music Department
Absence Request Form**

First Name

Last Name

Grad Year

Date of Requested Absence

Date of Form Submittal

Ensemble(s) from which You Will Be Absent

Detailed Explanation of Reason for Absence:

Student Signature

Director Signature

Student Name Printed

Director Name Printed

Communication is key with scheduling conflicts! Please turn this form in as soon as you are aware of your conflict, in order to give everyone involved as much time as possible to find the best solution for your situation. Sometimes directors can suggest solutions that students didn't realize were possible! We are here to support you, but cannot help solve a conflict about which we are not aware.

Please be aware that missed rehearsals and performances can affect your grade - even if they are communicated in advance. Don't forget to ask your director if this will have an impact on your grade!

Director's Use Only

Date Submitted:

Excused ____ Unexcused ____

Date Response Sent to Student:

First Name	Last Name	Grade
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Reason for Withdrawal:

Ensemble Director Signature & Date

Counselor Signature & Date

Kairos Teacher Signature & Date

For all ensembles, there is a grace period within which music courses can be added or dropped without a record of the change on their transcript. **If a student drops a class outside of the Add/Drop Window, your transcript will record that you have withdrawn from the course.** This will have no bearing on your GPA, but will allow your transcript to more accurately reflect the academic choices you have made at Guerin Catholic.

For Zero Period courses, the Add/Drop Window is 10 school days at the beginning of each trimester.

For Year-Long Kairos Ensembles, the Add/Drop Window is 10 school days at the beginning of the first trimester. There is no Add/Drop Window in the second or third trimester for Year-Long Kairos Ensembles.

For Teacher Use Only Date Received_____

- ☐ Student will be withdrawn without a grade on the transcript.
- ☐ Student will be withdrawn with a grade of W/D on the transcript. Current Grade: _____%

For Counseling Use Only Date Received_____ Schedule Updated_____

Guerin Catholic Fine Arts Department

2025-2026 Year At-A-Glance

We don't anticipate many changes, but they do happen!
Always check the website for the most up-to-date information.
www.guerincatholic.org/fine-arts

June 20, 2025	Aladdin Jr. Performances
July 11, 2025	Family Adoration Hour
August 4, 2025	Purple & Gold Mass
August 15, 2025	All-School Mass
August 27, 2025	Theatre Call-Out Meeting
August 27, 2025	Fine Arts Kickoff
August 28, 2025	Student Studio Rehearsals Begin
August 29, 2025	Grandparents' Day & All-School Mass
September 9, 2025	Soaring Book Club at Spencer Farm Winery
September 18, 2025	Providence Fund Kickoff Dinner
October 2, 3 & 4, 2025	Student Studio Performances
October 2, 3 & 4, 2025	Fall Art Show
October 3, 2025	Mother Guerin's Feast Day & All-School Mass
October 5, 2025	Open House
October 7, 2025	Fall Music Department Concert
October 10, 2025	Homecoming
October 22, 2025	Soaring Book Club at Urban Vines
October 23, 2025	Spring Musical Auditions
November 5, 2025	Open Mic Night
November 6, 2025	Spring Musical Rehearsals Start
November 25, 2025	Because We Are Grateful All-School Mass
December 6, 2025	Donuts with Santa
December 8, 2025	Feast of the Immaculate Conception All-School Mass
December 12, 2025	Sounds of Christmas Madrigal Dinner
December 13, 2025	Music Department Christmas Concerts
December 19, 2025	All-School Mass & Alumni Breakfast
December 20, 2025	A Very Merry Guerin Catholic Alumni Christmas Show
January 13, 2026	Soaring Book Club at Peace Water Winery Carmel
January 17, 2026	Filled with Glory Music Festival and Mass
January 28, 2026	All-School Mass during Catholic Schools' Week
January 31, 2026	ISSMA Solo & Ensemble (Wind/Percussion/Strings)

February 7, 2026	ISSMA Solo & Ensemble (Vocal/Piano)
February 17, 2026	Open Mic Night
February 21, 2026	ISSMA State Solo & Ensemble (Vocal/Piano)
February 28, 2026	ISSMA State Solo & Ensemble (Wind/Percussion/Strings)
February 18, 2026	Ash Wednesday All-School Mass
February 26, 2026	House Band Showcase
February 28, 2026	Sports Camp with Joe Reitz
March 5, 6 & 7, 2026	Spring Musical Show Nights - Weekend 1
March 12, 13 & 14, 2026	Spring Musical Show Nights - Weekend 2
March 5-14, 2026	Spring Art Show
March 19, 2026	Feast of St. Joseph & All-School Mass
April 2, 2026	Stations of the Cross
April 17, 2026	Proclaiming Beauty Community Retreat at Seton
April 24, 2026	Sounds of Easter
April 18, 2026	ISSMA Organizational Week 1
April 19, 2026	Choir Concert at OLMC with Purdue Chamber Choir
April 21, 2026	All-School Mass
April 22, 2026	Open Mic Night
April 25, 2026	ISSMA Organizational Week 2
April 30, 2026	Soaring Book Club at Urban Vines
May 1, 2026	May Crowning All-School Mass
May 8, 2026	Music Department Spring Concert
May 21, 2026	All-School Mass (Last Day for Seniors)
June 3, 2026	Baccalaureate Mass
June 4, 2026	Commencement