

# WASHBURN SUMMER KEYBOARD ACADEMY HANDBOOK

*Welcome to Washburn Summer Keyboard Academy! We hope that you will have fun making music, learn from our wonderful faculty, meet other young musicians, and enjoy summer activities on the beautiful Washburn University campus. In this handbook, you will find all the pertinent information regarding registration, daily schedules, a campus map, and policies. This handbook also includes biographies and contact information of our amazing faculty and staff.*

*~Dr. Lucy Tan, WSKA Director*

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## FACULTY AND STAFF

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Dr. Lucy Tan, WSKA Director/Piano

- Washburn University, Director of Keyboard Studies/Applied Piano Professor
- D.M.A. University of Colorado Boulder, Piano Performance
- M.M. New England Conservatory of Music, Piano Performance
- B.M. New England Conservatory of Music, Piano Performance

[Lucy.tan@washburn.edu](mailto:Lucy.tan@washburn.edu)

Office: 785.670.1517; Mobile (emergency contact only): 978.761.0235

Dr. Kristi Baker-Lampe, Piano

- Nationally Certified Teacher of Music (NCTM)
- D.M.A. University of Kansas, Piano Performance
- M.M. Kansas State University, Piano Performance and Pedagogy
- B.M.E. Kansas State University

[Kristibaker2012@gmail.com](mailto:Kristibaker2012@gmail.com)

Dr. Kelly Huff, Music History and Music Theory

- Washburn University, Music History and Music Theory Professor
- Ph.D. University of Kansas, Musicology
- M.M. Missouri State University, Music Theory
- B.M. Evangel University, Sacred Music

[Kelly.huff@washburn.edu](mailto:Kelly.huff@washburn.edu)

Dr. Junyi Nie, Piano

- Washburn University, Applied Piano Professor
- D.M.A. University of Missouri, Kansas City-Conservatory, Piano Performance
- M.M. Boston University, Piano Performance
- B.M. Wuhan Conservatory of Music, Piano Performance

[Junyi.nie@washburn.edu](mailto:Junyi.nie@washburn.edu)

Mr. Joseph Piontek, Piano and Composition

- Lawrence Free State High School, Collaborative Pianist
- M.M. University of Colorado Boulder, Piano Performance
- B.M. University of Central Missouri, Piano Performance and Pedagogy

[Joepiontek12@gmail.com](mailto:Joepiontek12@gmail.com)

Mobile (emergency contact when Dr. Tan can't be reached): 660.864.1714

Dr. Cynthia Neufeld Smith, Organ

- D.M.A. University of Kansas, Church Music (Organ and Choral Conducting)
- M.Div. Anabaptist Mennonite Biblical Seminary, Worship and Music
- M.M. Bowling Green State University, Music Theory
- B.A. Bluffton College, Music

[Cynthianeufeldsmith@gmail.com](mailto:Cynthianeufeldsmith@gmail.com)

Ms. Mary Dredger, Resident Counselor (Staff)

- M.M. Kansas State University, Piano Performance
- B.M. Washburn University, Piano Performance

[Madcherries98@gmail.com](mailto:Madcherries98@gmail.com)

Mobile (main contact for all enrolled students): 785.423.6925



## DR. LUCY TAN, WSKA DIRECTOR/PIANO

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Lucy Tan, pianist, began her musical journey from a young age, having been featured on the stages of notable venues such as Jordan Hall, Carnegie Hall, and the Kennedy Center. She made her live WGBH radio debut at age 11 on “Morning Pro Musica” with Robert Lurtzema, followed by her concerto debut at age 12 with the Brockton Symphony Orchestra. Dr. Tan was also featured on NPR’s “From the Top,” WBGH’s “Classics in the Morning,” and High Plains Public Radio. Her performances have taken her across the United States and internationally, and she has participated in renowned music festivals such as Kneisel Hall Chamber Music Festival, Music Academy of the West, and Bowdoin International Music Festival. Dr. Tan is an award winner of multiple national and international piano competitions such as XXVIII Incontro Internazionale Giovani Pianisti, the Chiang Wen Yeh International Piano Competition, the NEC Piano Concerto Competition, the Bruce Ekstrand Memorial Competition, the Harvard

Musical Association Award, and more.

Dr. Tan has degrees in piano performance from the New England Conservatory and the University of Colorado Boulder. In her formative years, she studied with David Korevaar, Bruce Brubaker, Veronica Jochum, Bob Spillman, Tatyana Dudochkin, and Hui-Yen Chang. She had additional studies with Seymour Lipkin, Jerome Lowenthal, Julian Martin, and Arie Vardi. She was invited to present at music conferences in Colorado and Kansas, has given numerous masterclasses over the years, and has adjudicated piano festivals and competitions across the United States. Dr. Tan is the Director of Keyboard Studies at Washburn University where she specializes in piano. Her past students have won high marks in piano festivals and competitions, and have gotten accepted into acclaimed universities and graduate programs. In addition to WSKA, Dr. Tan is also the founder of PianoFest and Washburn Piano Day in Topeka. She currently lives in Kansas with her husband and their beautiful rescued cats.



## DR. KRISTI BAKER-LAMPE, NCTM, PIANO

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Kristi Baker-Lampe holds a Doctor of Musical Arts degree in Piano Performance from the University of Kansas, as well as a Master of Music degree in Piano Performance and Pedagogy and a Bachelor of Music Education degree from Kansas State University. She has enjoyed a long, successful career as a performing artist, master clinician and adjudicator, university adjunct professor of piano, church musician, and public-school music educator. Many of her students have gone on to pursue music careers of their own.

Dr. Baker-Lampe recently achieved Permanent Professional status as a Nationally Certified Teacher of Music in Piano by the Music Teachers’ National Association. She is past president of the Kansas Music Teachers’ Association (state affiliate of MTNA) and holds active membership in the

National Association for Music Education, the International Piano Professionals’ Association, the National Piano Teachers’ Guild, and the World Piano Teachers’ Association. Her professional credits include multiple performances at the Piano Texas International Festival (Fort Worth, Texas) and the World Piano

Conference (Novi Sad, Serbia) as well as concerts and master classes in Kansas, Missouri, Georgia, and the United Kingdom.

In addition to operating an independent piano studio (KBL Piano, LLC) in Topeka, Kansas, Dr. Baker-Lampe enjoys an ongoing collaboration with many pianists and teachers worldwide. This collaboration has led to online recording projects, including the nocturnes of Chopin and others, Bach Inventions, and most recently, the unpublished works of Colombian composer Guillermo Uribe Holguin. Her ongoing collaboration with Argentine composer and pianist Sergio Rene Martinez has resulted in the United States premier of two of his piano works, Sonata-Rondo No. 4, *The Rider* (2017) and Sonata No. 5, *Tetrology of Nature* (2023). A third Martinez composition for piano, *Dialogue of Stars*, is scheduled for its United States premier in September of 2024.



### DR. KELLY HUFF, MUSIC HISTORY/MUSIC THEORY

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Kelly Huff is Lecturer in Music History and Theory at Washburn University. She teaches the music history sequence, upper-division courses in music theory and aural skills, and a brand-new course that examines the intersection of music, politics, and social commentary. Her research interests include the music and print culture of late Renaissance Rome and Spain, as well as assessment, curriculum design, and the pedagogies of music history, theory, and aural skills. She completed the Ph.D. in musicology at the University of Kansas with a dissertation titled “Demystifying the Life and Madrid Works of Tomás Luis de Victoria.” This work included an updated assessment of the Victoria biography, as well as a transcription, critical edition, and analysis of the composer’s Missae, Magnificat...et alia of 1600: one of the first choral collections to include a written organ score. While at KU, she was the recipient of research grants from the Hall Center for the Humanities and the Graduate College. In the past few years, Dr. Huff has presented research on Renaissance music, sight singing & aural skills, and assessment methods at meetings of the Renaissance Society of America, the American Musicological Society, the Teaching Music History Conference, and the Kansas Music Educators Association. Currently, Dr. Huff and Dr. Sheri Cook-Cunningham, Director of Music Education, are collaborating on a project designed to build error detection skills into the music curriculum at Washburn; the research is funded by a summer grant from the WU College of Arts & Sciences.



### JUNYI NIE, PIANO

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Junyi Nie, a Chinese pianist, has demonstrated exceptional musical talent since childhood, embarking on her piano journey with her mother at the age of four. Her performances have taken her across Asia, Europe and North America. During the 2023-2024 season, Junyi was invited to be the director of the 2023 Chinese New Year gala in January, organized by the Kansas City Chinese American

Association in Overland Park, Kansas. The following month, she was the guest musician playing concerts at the 2023 Emerald Coast Music Alliance in Florida. Under the support of the UMKC Conservatory Alumni Fund, Junyi went to Italy to hold a concert series of *The Beauty of the Chinese Art Songs* in Italy. In April, Junyi performed in *Bartok reimagined* concert, where she also serves as the assistant director. In October, Junyi Performed C.P.E Bach marathon in Kansas City. The upcoming season includes a solo recital in Wuhan and the performance in Schumann Festival in Kansas City.

The highlight of the past seasons includes the solo performances at the Abbey Bach Festival in Oregon, *Tel-Hai Piano Masterclass* in Israel, *International Mendelssohn Festival* in Hamburg, Germany. As the 2021 *Concerto/Aria competition* winner, Junyi performed with the UMKC Conservatory Orchestra in Kansas City.

Beyond her performances, Junyi is dedicated to music education. She currently serves as a faculty member at Washburn University. Previously, she was an instructor at Boston University and UMKC Conservatory. In addition, Junyi is a producer of musical educational videos, promoting classical music through YouTube Channel Dr. Cat Music and writing articles on Wechat official account.

Junyi holds a Bachelor of Music Degree from Wuhan Conservatory of Music and a Master of Music Degree from Boston University. Dr. Nie received her Doctor of Musical Arts Degree at the University of Missouri-Kansas City Conservatory.



#### MR. JOSEPH PIONTEK, PIANO & COMPOSITION

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A new addition to the Northeast Kansas community, Joseph Piontek currently teaches adjunct courses at Washburn University, acts as the pianist for the choir program at Free State High School, and plays organ and piano for the choir and congregation of First Baptist, Topeka. Before arriving in Kansas, Mr. Piontek resided in Boulder County, Colorado where, besides completing his Masters degree in Piano Performance at the University of Colorado, he won prizes in international, regional, and local competitions such as the the 2015-16 Colorado MTNA Young Artist Competition (winner) and the 2016 Boulder International Chamber Music Competition (semi-finalist), and collaborated with musicians of the Colorado Ballet Orchestra and the Boulder

Philharmonic.

Mr. Piontek's primary training has been on the piano, and during his time at the University of Colorado and the University of Central Missouri, he studied with Andrew Cooperstock, Mia Hynes, Richard Smith, and Wesley True. In addition, he has played for master classes given by William Wolfram, Thomas Rosenkranz, Kevin Kenner, Carolyn True, and Dan Velicer, and received chamber music coaching from Norman Krieger and William Terwilliger at the Vianden Music Festival in Luxembourg. During his studies and into his professional career, Mr. Piontek's interests have expanded to include harpsichord, organ, and composition.

In his personal life, Mr. Piontek enjoys exercising, finding fun new places to eat, and spending time with his wife and three cats.



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### DR. CYNTHIA NEUFELD SMITH, ORGAN

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Dr. Neufeld Smith has a BA in music from Bluffton College, a master's degree in music theory from Bowling Green State University, a Master of Divinity in worship and music from the Anabaptist Mennonite Biblical Seminary, and a D.M.A in church music (organ and choral conducting) from the University of Kansas. For thirty years she served as co-pastor with her husband, at the Southern Hills Mennonite Church, Topeka, where she played the organ, directed the choir, and led congregational music. In addition, she worked part time at Washburn University accompanying the choirs and teaching organ. She was part of the team that produced the newest hymnal, *Voices Together*, for the Mennonite

Church in the US and Canada in 2020, helping to shape the music for the pew edition and accompaniment edition and serving as one of the primary proofreaders. She is currently the organist at First Presbyterian Church, Topeka, in addition to teaching organ and accompanying at Washburn University. She has two adult children and twin grandsons.



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### MARY DREDGER, RESIDENT COUNSELOR

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A Kansas native, Mary completed her Bachelor's degree in Piano Performance at Washburn University, studying under Dr. Shiao-li Ding. She went on to earn a Master's degree from Kansas State University, under the instruction of Dr. Slawomir Dobrzanski. Mary currently teaches middle school and high school music at St. Mary's Academy, as well as maintaining a private piano studio. In her free time, Mary loves to travel and watch Star Wars!

## WHAT TO BRING

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### **Campers, you will have to pack the following materials for your week at WSKA:**

- Bed sheets/blankets
- Pillow
- Alarm clock (cell phone can be used)
- Cell phone and charger (if applicable)
- Tablet/laptop with chargers (if applicable); there will be free WIFI across campus
- Shower towels
- Shampoo, conditioner, soap, face wash, general bathroom toiletries
- Hairbrush, comb, hairdryer, styling tools
- Toothbrush, toothpaste, floss
- Cosmetics and hair products (if applicable)
- Feminine hygiene products (if applicable)
- Medications (if applicable)
- Flip flops for shower
- 5 to 6 sets of clothes (Topeka is generally hot and humid in late July, but the dorm is air-conditioned)
- Socks and undergarments
- Pajamas, indoor slippers
- A jacket or sweater for cool mornings and evenings
- Umbrella or raincoat
- Outdoor shoes, including a good pair of sneakers and dress shoes
- Performance clothes (recital-appropriate dresses, slacks and button-ups, dress shoes, etc.)
- Reusable water bottle or bottled water for room
- Musical scores of pieces you plan on studying and/or performing
- Pencils and pens with erasers
- A regular notebook
- Music staff paper or staff notebook
- A tote bag or backpack to store your musical scores and notebooks
- Spending money (for vending machines, ice cream, The Market and Ichabod Store purchases, optional but recommended)
- Snacks for the dorm room
- Portable games, books, puzzles

### **Commuters, for every day of camp, you should bring the following:**

- Reusable water bottle (recommended)
- Musical scores of pieces you plan on studying and/or performing
- Pencils and pens with erasers
- A regular notebook
- Music staff paper or staff notebook
- A tote bag or backpack to store your musical scores and notebooks
- Spending money (for vending machines, ice cream, The Market and Ichabod Store purchases, optional but recommended)
- Cell phone (if applicable)
- Sneakers or shoes that you feel comfortable moving in (wear them or bring them)
- A light jacket in case it gets cold

## ARRIVAL INSTRUCTIONS

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All registered students will arrive for WSKA on Monday, July 22, 2024.

### **Campers:**

Check-in for campers is at 2:00 p.m. in the lobby of White Concert Hall. Do not be late. When the campers have finished checking in, the Resident Counselor will take campers to the Living Learning Center (LLC) where they will complete dormitory check-in and settle into rooms. See attached map for the location of the LLC. At 3:00 p.m., campers and parents/guardians will go inside White Concert Hall for the WSKA welcome meeting. Make sure you carry your WSKA ID lanyard, WU swipe card, dormitory keys, camp handouts, and musical scores for practice later. Parents, friends, and general public are welcome to attend the WSKA Faculty Recital on the first evening.

### **Commuters:**

Check-in for commuters is at 2:30 p.m. in the lobby of White Concert Hall. Do not be late. After commuters have checked in, they will go inside White Concert Hall for the WSKA welcome meeting at 3:00 p.m. Make sure you carry your WSKA ID lanyard, WU swipe card, camp handouts, and musical scores for practice later. All commuters will be provided lunches and dinners at Lincoln Dining. Parents, friends, and general public are welcome to attend the WSKA Faculty Recital on the first evening.

Before commuters can leave campus, they must sign out with the Resident Counselor. A photo may be taken of the student and their parent/guardian for record keeping and safety precautions. This photo may be referred to every time the student gets picked up by the same parent/guardian. The photo procedure is for minors under the age of 18. Exceptions may be made if the student is of legal driving age and is responsible for their own vehicle for travel to the camp.

## DAILY SCHEDULES

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Note: WCH = “White Concert Hall”; LLC = “Living Learning Center” (dorm); GC = “Garvey Fine Arts”

### MONDAY SCHEDULE:

**\*WHEN SIGNING UP FOR ADDITIONAL LESSONS (ON PIANO OR ORGAN), PLEASE REMEMBER THAT EACH ADDITIONAL 25-MINUTE LESSON IS \$25.00 PAID DIRECTLY TO THE INSTRUCTOR.**

2:00 - 2:30 p.m. Check-in of campers, photo release form, sign-up for additional lessons, bring to LLC, settle into dorm, get swipe cards for each camper (dorm entry)

2:30 - 3:00 p.m. Check-in of commuters; sign-out release forms, photo release form, sign-up for additional lessons

3:00 - 3:30 p.m. Welcome Meeting for students and parents (WCH)

- Welcoming remarks by Director of Keyboard Studies
- Introduction of the faculty and staff
- Camp schedules and policies

3:30 - 4:00 p.m. Ice Breaker Activities/Recital Etiquette Review with Mary (GC218)  
4:00 - 4:50 p.m. Music Class with Dr. Nie (GC220)  
5:00 - 6:00 p.m. Dinner  
6:00 - 7:20 p.m. Practice  
7:30 - 8:40 p.m. WSKA Faculty Recital (WCH)  
8:45 p.m. Commuters sign out with Resident Counselor, pick-up area in front of WCH Lobby  
8:45 - 9:30 p.m. Practice/Free time for campers  
9:30 p.m. Camper Dorm Curfew (campers must check-in with Resident Counselor by 9:30 p.m. at the LLC)

## TUESDAY SCHEDULE:

**\*WEAR SHOES THAT YOU CAN MOVE IN TODAY.**

7:30 - 8:30 a.m. Breakfast  
8:45 a.m. Commuter check-in at WCH Lobby  
9:00 - 9:50 a.m. Organ Workshop with Dr. Neufeld Smith (WCH)  
10:00 a.m. - 11:55 a.m. Practice/Lessons  
12:00 - 12:50 p.m. Lunch  
1:00 - 1:55 p.m. Practice/Lessons  
2:00 - 2:50 p.m. Performance Class with Dr. Tan (WCH)  
3:00 - 3:50 p.m. History/Theory Class with Dr. Huff (GC218)  
4:00 - 4:50 p.m. Piano Workshop with Dr. Tan (GC220)  
5:00 - 6:00 p.m. Dinner  
6:00 - 7:00 p.m. Sight-reading Games (WCH)  
7:00 - 7:45 p.m. Practice  
7:45 p.m. Commuters sign out with Resident Counselor, pick-up area in front of WCH Lobby  
7:45 - 9:30 p.m. Practice/Free time for campers  
9:30 p.m. Camper Dorm Curfew (campers must check-in with Resident Counselor by 9:30 p.m. at the LLC)

## WEDNESDAY SCHEDULE:

**\*WEAR STRETCHY, ACTIVE-WEAR CLOTHES TODAY; WEAR SHOES YOU CAN RUN IN.**

7:30 - 8:30 a.m. Breakfast  
8:45 a.m. Commuter check-in WCH Lobby  
9:00 - 9:50 a.m. Music Class with Mr. Joseph Piontek (GC220)  
10:00 a.m. - 11:55 a.m. Practice/Lessons  
12:00 - 12:50 p.m. Lunch  
1:00 - 1:55 p.m. Practice/Lessons  
2:00 - 2:50 p.m. Performance Class with Dr. Tan (WCH)  
3:00 - 3:50 p.m. History/Theory Class with Dr. Kelly Huff (GC218)  
4:00 - 4:50 p.m. Piano Workshop with Dr. Baker-Lampe (GC220)  
5:00 - 6:00 p.m. Dinner  
6:00 - 7:00 p.m. Outdoor activities and musical games (if bad weather, move to WCH)  
7:00 - 7:45 p.m. Practice  
7:45 p.m. Commuters sign out with Resident Counselor, pick-up area in front of WCH Lobby  
7:45 - 9:30 p.m. Practice/Free time for campers

9:30 p.m. Camper Dorm Curfew (campers must check-in with Resident Counselor by 9:30 p.m. at the LLC)

#### THURSDAY SCHEDULE:

7:30 - 8:30 a.m. Breakfast  
8:45 a.m. Commuter check-in WCH Lobby  
9:00 - 9:25 a.m. Keyboard Workshop with Dr. Baker-Lampe (GC220)  
9:30 a.m. - 11:55 a.m. Practice/Lessons  
12:00 - 12:50 p.m. Lunch  
1:00 - 1:55 p.m. Practice/Lessons  
2:00 - 2:50 p.m. Performance Class with Dr. Tan (WCH)  
3:00 - 3:50 p.m. History/Theory Class with Dr. Kelly Huff (GC218)  
4:00 - 4:50 p.m. Music Workshop with Dr. Nie (GC220)  
5:00 - 6:00 p.m. Dinner  
6:00 - 7:30 p.m. Dress Rehearsal for WSKA Gala Concert (WCH)  
7:30 - 8:40 p.m. Ice Cream Social at Dairy Queen (treats will be paid for by WSKA Director)  
8:45 p.m. Commuters sign out with Resident Counselor, pick-up area in front of WCH Lobby  
8:45 - 9:30 p.m. Practice/Free time for campers (consider packing a few things tonight)  
9:30 p.m. Camper Dorm Curfew (campers must check-in with Resident Counselor by 9:30 p.m. at the LLC)

#### FRIDAY SCHEDULE:

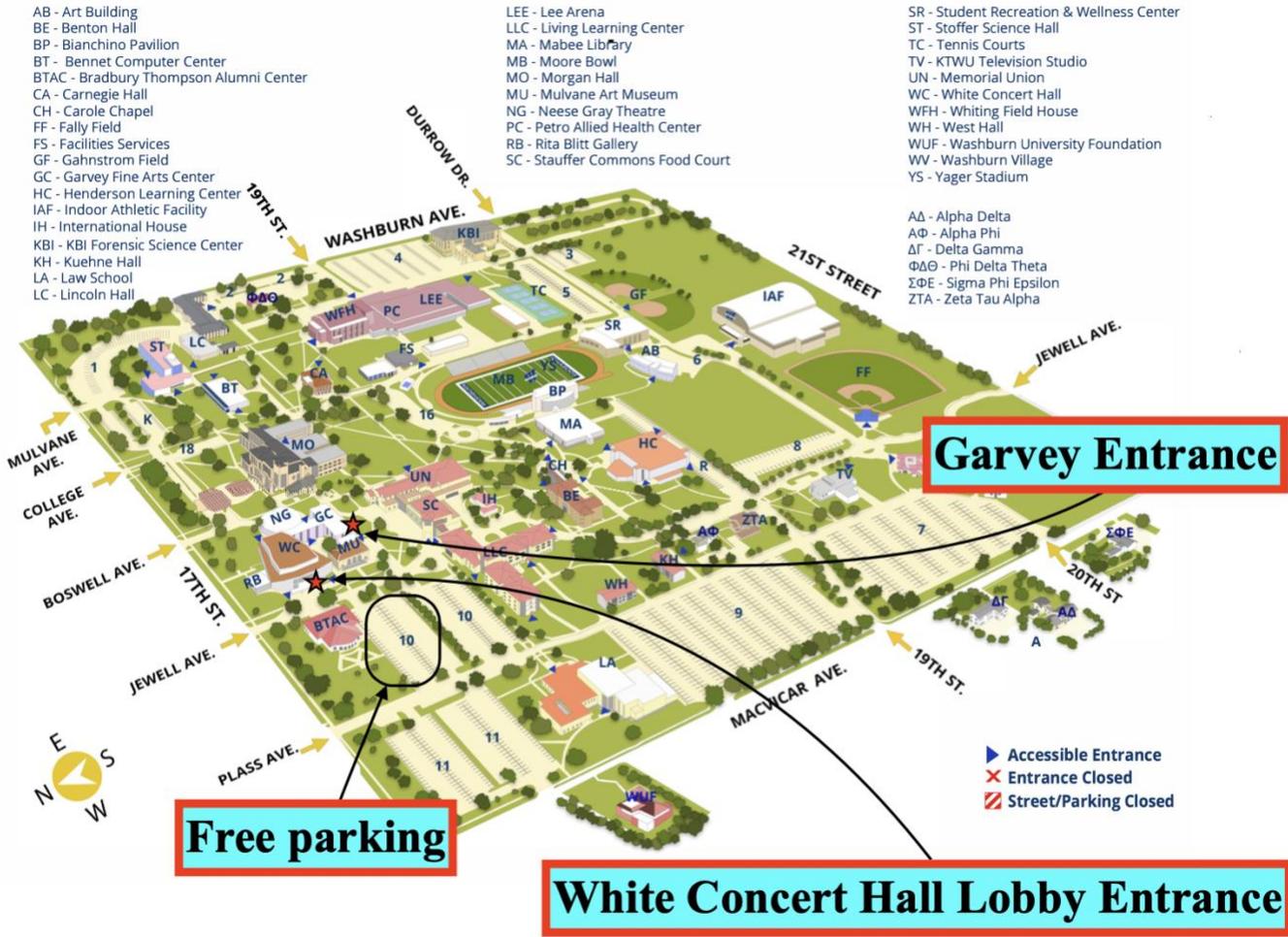
**\*DO NOT PACK CONCERT CLOTHES/SHOES INTO SUITCASES. BRING YOUR CONCERT CLOTHES/SHOES WITH YOU TO CHANGE INTO AFTER LUNCH.**

7:30 - 8:30 a.m. Breakfast  
8:30 a.m. Campers should start to pack up  
8:45 a.m. Commuter check-in WCH Lobby  
9:00 - 9:50 a.m. Music Workshop with Mr. Piontek (GC218)  
10:00 - 10:50 a.m. Musical Jeopardy with Dr. Tan (AKA the test of the week; prizes will be given! GC220)  
11:00 - 11:55 a.m. Campers finish packing and check out of dorms (if possible, parents should be present during check-out); after check-out, campers bring luggage to WCH Lobby closet for locked storage until they leave after the WSKA Gala Concert  
11:00 a.m. - 11:55 a.m. Commuters can practice or use this time for extra lessons with WSKA faculty  
12:00 - 12:50 p.m. Lunch  
12:50 - 1:10 p.m. Get changed for concert  
1:10 p.m. Call time for concert (everyone meets on stage of WCH); WCH instruments will be available for final warm-ups until 1:30 p.m.  
1:10 - 1:50 p.m. Warm-up in practice rooms/Get ready for concert  
2:00 - 3:30 p.m. WSKA Gala Concert followed by a reception in the lobby (WCH)  
3:30 - 4:00 p.m. Campers may pick up luggage and sign out with Resident Counselor; commuters must sign out with Resident Counselor; all students, please return any items that were lent to you throughout the duration of the camp

# CAMPUS MAP

## WASHBURN UNIVERSITY CAMPUS MAP

1700 SW College Ave., Topeka, Kansas 66621 785.670.1010



- AB - Art Building
- BE - Benton Hall
- BP - Bianchino Pavilion
- BT - Bennet Computer Center
- BTAC - Bradbury Thompson Alumni Center
- CA - Carnegie Hall
- CH - Carole Chapel
- FF - Fally Field
- FS - Facilities Services
- GF - Gahnstrom Field
- GC - Garvey Fine Arts Center
- HC - Henderson Learning Center
- IAF - Indoor Athletic Facility
- IH - International House
- KBI - KBI Forensic Science Center
- KH - Kuehne Hall
- LA - Law School
- LC - Lincoln Hall

- LEE - Lee Arena
- LLC - Living Learning Center
- MA - Mabee Library
- MB - Moore Bowl
- MO - Morgan Hall
- MU - Mulvane Art Museum
- NG - Neese Gray Theatre
- PC - Petro Allied Health Center
- RB - Rita Blitt Gallery
- SC - Stauffer Commons Food Court

- SR - Student Recreation & Wellness Center
- ST - Stoffer Science Hall
- TC - Tennis Courts
- TV - KTWU Television Studio
- UN - Memorial Union
- WC - White Concert Hall
- WFH - Whiting Field House
- WH - West Hall
- WUF - Washburn University Foundation
- WV - Washburn Village
- YS - Yager Stadium

- AΔ - Alpha Delta
- ΑΦ - Alpha Phi
- ΔΓ - Delta Gamma
- ΦΔΘ - Phi Delta Theta
- ΣΦΕ - Sigma Phi Epsilon
- ZTA - Zeta Tau Alpha



You may also view the campus map online via the following web address:

[https://www.washburn.edu/\\_redesign2018/\\_files/images/interior/about-pages/campusmap/campus-map.pdf](https://www.washburn.edu/_redesign2018/_files/images/interior/about-pages/campusmap/campus-map.pdf)

- Important Locations:
- White Concert Hall = WCH (or WC)
  - Living Learning Center (dormitory) = LLC
  - Garvey Fine Arts Center (attached to White Concert Hall) = GC
  - Memorial Union and Stauffer Commons Food Court (dining) = UN and SC

## POLICIES AND PROCEDURES

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### CAMP RULES:

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1. Wear your lanyard and carry your issued swipe card at all times.
2. If you are living in the dorm, always check that your keys are with you.
3. Always travel in groups of two or more, especially when going to eat. Do not travel alone. Your Resident Counselor will walk you to dining halls across campus, especially if you don't have a walking buddy.
4. **DO NOT LEAVE CAMPUS** unless assisted by the Resident Counselor, WSKA Director, or one of the faculty members. Commuters are only allowed to leave campus at the end of the camp day.
5. If you have an emergency and need to leave campus, you must first tell the Resident Counselor. As a second resort, you may also tell the WSKA Director. The Resident Counselor will need to see you leave with an approved parent/guardian via photo-check.
6. Do not talk to strangers. Do not get into the vehicles of strangers. Do not walk with strangers.
7. If you are approached by a stranger, call your Resident Counselor as soon as possible.
8. Do not walk into construction zones.
9. When crossing the street or parking lots, always check for cars and look both ways. Use a crosswalk when there is one available. Follow walk signals when available.
10. Do not wade or play in the outside water fountains by White Concert Hall. Do not throw coins into the fountains.
11. Do not destroy, break, or vandalize university property.
12. **NO WATER BOTTLES, DRINKS, OR FOOD OF ANY KIND ON THE PIANOS.**
13. If you leave a practice room or classroom, take your important belongings with you (i.e. money, cell phone, etc.). Do not leave personal items unattended.
14. Follow the camp schedule and be on time or early!
15. Silence cell phones and other devices during concerts, classes, and presentations. Do not make noise, talk, or move around during a concert.
16. Treat everyone with respect. We have people from all kinds of backgrounds, ethnicities, cultures, and belief systems. Please use everyone's preferred pronoun and name.
17. When returning to Garvey Fine Arts Center from Memorial Union Dining, leave yourself 5 minutes for walking at a leisurely pace. Also, when walking between the Living Learning Center and Garvey Fine Arts, leave yourself 5 minutes to get to meetings.
18. Commuters are allowed to hang out and relax in the common lobby area of the LLC (1<sup>st</sup> floor). There is a Steinway grand that you may use as long as there are no events or classes in session nearby.
19. Commuters are not allowed past the dormitory locked doors. They may not use the kitchenette and other amenities provided to campers.
20. Where students are **ALLOWED** to go: Living Learning Center, Student Memorial Union (connected to the LLC), Garvey Fine Arts, White Concert Hall, Mulvane Art Museum, university quad area, and university practice fields. Faculty and resident counselors may occasionally walk the students to other areas on campus, but students may not enter these places by themselves.

### LESSON POLICY:

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All students receive three 25-minute piano or organ lessons with their tuition fee. Additional lessons may be scheduled during camp check-in with the instructor of their choice, and students should be prepared to pay extra for these additional lessons through cash or check written out to the intended instructor.

Extra lessons are subject to availability of the instructors, and will be scheduled during time blocks labelled as “practice/free time” on the Daily Schedules part of this handbook.

Current rates for additional lessons with our artist-faculty are as follows: \$25 for a 25-minute lesson and \$50 for a 50-minute lesson.

Instructors are each assigned to a studio space or classroom space to teach private lessons. There will be schedules taped to the doors for your convenience. It is also your responsibility to take note and remember your lesson times. Please arrive punctually to all lessons, and knock firmly on the door when it is your time.

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### PROTOCOL FOR COMMUTERS:

Commuters are required to check-in with the Resident Counselor every morning in WCH Lobby. Commuters are also required to sign-out with the Resident Counselor at the end of every camp day. Designated car pick-up area is in front of WCH entrance, by the fountains. The Resident Counselor will make sure that the student is being picked up by the correct parent/guardian. Please refer to the Daily Schedules for check-in and sign-out times. The schedules may vary slightly depending on events planned for that day.

If the student is being picked up by anyone other than the designated parent/guardian from Day 1, they will need to indicate that on a signed release form given out at arrival/check-in.

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### LANYARDS AND ID CARDS:

All students will receive a lanyard with name card to identify them as participants of WSKA. It's required that you wear your lanyard at all times so we may easily identify you as a camp participant. You may remove your lanyards when performing in a concert.

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### EMERGENCY CONTACT AND HEALTH INFORMATION:

When you registered with WSKA, your emergency contact information is collected and saved by our staff. Staff will refer to this information in the event of an emergency. If you need to update or change this information, you have the opportunity to do so at check-in/arrival.

When you registered with WSKA, your emergency health information is also collected (if applicable). If you have any changes to dietary or medical restrictions, please inform staff at check-in/arrival so we may update your information.

In the event that a student falls ill during camp, parents/guardians will be called, and the student may be brought to the University Health Center to address medical needs. To ensure safety of all participants, if a true emergency occurs, we may dial 9-1-1 in addition to notifying parents/guardians.

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### ATTENDANCE PROTOCOL:

Attendance is taken at every class/activity throughout the day to ensure that all students are where they need to be. It is mandatory for students to show up in a timely manner and attend all required classes and events. If a student is missing, parents/guardians will be contacted, dorm will be checked, and campus

police officials will be contacted. When the student shows up, the search will be called off and the missing student will have to report to the WSKA Director about why they were absent to clarify any confusion.

#### WSKA CLASSES AND ACTIVITIES OFFERED:

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Keyboard Workshops  
Presentations  
Private Lessons  
Performance Classes  
History/Theory Classes  
Music Games  
Sight-reading Games  
Musical Jeopardy  
Piano Special Topics  
Introduction to Organ  
Outdoor Lawn Activities  
Ice Cream Social  
Practice Time  
Dress Rehearsal in WCH  
WSKA Faculty Performances  
WSKA Gala Concert

#### DUTIES OF RESIDENT COUNSELOR:

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1. Help out with arrival day
2. Check-in commuter students on a daily basis
3. Sign-out commuter students on a daily basis, make sure they leave with the correct person
4. Taking attendance throughout the day, keeping track of students
5. Keep track of troublemakers, addressing behavior issues
6. Keep your cell phone close by in case you are needed right away
7. No playing with cell phone when you have to be alert
8. Plan some social and ice-breaker activities during down time
9. Play games with students during down time
10. Help the WSKA Director and faculty as needed
11. Take students to and from their meals (breakfast, lunch, dinner) as needed
12. Walk students to recreational activities
13. Help out in classes and activities as a teaching assistant
14. Take students from class to class if they can't find their way
15. Help out with dress rehearsals and performances
16. Check-in camper students at 9:30 p.m. every night
17. Make sure students do not cause trouble in dorm or make excessive noise after 9:30 p.m.
18. Stay in the Resident Counselor room in the LLC overnight as supervisor
19. Contact the WSKA Director when there is an emergency, then follow directions to contact parents/guardians and other personnel
20. Help with the LLC check-out procedures on the last day of WSKA
21. Last day, make sure all camper luggage is stowed in secure location in WCH after students have checked out of the LLC
22. Sign-out students after the WSKA Gala Concert and Reception, make sure they have their luggage, they returned necessary materials like ID cards, and they are leaving with the right people

23. Have a professional demeanor through the duration of the camp
24. Be fun, respectful, kind, responsible, and punctual

### ZERO TOLERANCE POLICY:

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The following behaviors and activities will NOT be tolerated at WSKA. Students who have been caught doing the following will be expelled immediately from WSKA.

1. Smoking: WU is a smoking-free institution
2. Alcohol: illegal substance for minors
3. Drugs: WSKA does not promote substance abuse
4. Fraternalizing outside of camp environment
5. Leaving campus without permission

### MEAL TIMES:

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All meals will be served in the Memorial Union/Stauffer Commons Food Court, located near the northeast corner of campus. Students are encouraged to travel with their peers and/or with a Resident Counselor to their meals. Campers' tuition includes all meals. Commuters' tuition includes all lunches and dinners only.

Breakfast, 7:30 – 8:30 a.m.

Lunch, 12:00 – 12:50 p.m.

Dinner, 5:00 – 5:50 p.m.

There are vending machines available to purchase snacks, and there is also The Market on the 2<sup>nd</sup> floor of the Student Memorial Union where students may purchase snacks, Starbucks drinks, grab-and-go meals, and a variety of personal products. Campers are encouraged to bring their own snacks to eat throughout the week in their dorm room. There is a communal kitchenette available in the LLC to cook light meals and store perishables.

### PREPARING FOR THE LAST DAY:

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Before the last day of WSKA, students will have a dress rehearsal at 6:00 p.m. The dress rehearsal is required for all students. Everyone will have a chance to run through their pieces on the stage of White Concert Hall. After the dress rehearsal, students will attend a free ice cream social at Dairy Queen, supervised by the WSKA Director, Resident Counselor, and other volunteering faculty.

Breakfast will be served for campers from 7:30 to 8:30 a.m. on the final day. It is recommended that campers start packing as soon as they finish breakfast, before the first activity of the day. In fact, if possible, pack some items the night before. There will be additional time for packing between 11:00 a.m. and 11:55 a.m. ALL campers must be checked out BEFORE 11:55 a.m. It is recommended that parents are present during the check-out process. After checking out, campers are required to store their luggage at WCH in a locked room, and will be allowed to retrieve luggage after the Gala Concert is done.

Commuters will check-in at WCH Lobby at 8:45 a.m. on the last day. Commuters should plan on wearing their concert clothes/shoes OR bringing their concert clothes/shoes in a bag and changing into them after lunch.

There will be classes from 9:00 to 10:50 a.m. on the last day.

There will be time to practice for the concert from 11:00 to 11:50 a.m. for commuter students. Extra lessons may also be scheduled for this time block.

Lunch will be served from 12:00 to 12:50 p.m. on the last day, followed by time for students to get dressed for the concert. Men's and women's bathrooms are available for dressing in the lower lobby of WCH. There is also a single unisex bathroom on the north end of WCH Lobby for dressing.

Call time is at 1:10 p.m. in WCH Lobby for all students, faculty, and staff. Students MUST be dressed in their concert clothes at this time.

WSKA Gala Concert will commence at 2:00 p.m. The hall will open to the public at 1:30 p.m. Family and friends are invited, as are members of the faculty, staff, and public. A reception will follow afterwards.

After the Gala Concert, commuters and campers may pick up their bags and sign out with the Resident Counselor. All students are required to return all swipe cards and keys before leaving with parents/guardians.

Once properly checked out, please say good-bye to the WSKA Director and faculty! Have a great summer and we hope you will join us again next year!

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“THE PIANO KEYS ARE BLACK AND WHITE  
BUT THEY SOUND LIKE A MILLION COLORS  
IN YOUR MIND.”

-MARIA CRISTINA MENA, AUTHOR

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