

July 22, 2009

Parents and Students,

I sent home a letter with each marching band student concerning how to get onto his or her Charms account.

Please take the time to go onto the site and do the following;

1. Change your password if you'd like.
2. Check out your son or daughter's financial statement.
3. Put in as much information as possible including email addresses and phone numbers.
4. Please fill up to 3 numbers that I can and leave a prerecorded message concerning cancellations, booster meeting and other important information. That information should be put in the Alert Now #1 - #3 section.

Here is the procedure

1. You can go to <https://www.charmsoffice.com/> type in "havelockhsband" then enter your son or daughter's ID # that was provided to them at Monday night's practice. If you need that number I can email it to you.

Or

2. Go to this link where all you need to do is to put your son or daughter's id #.  
<https://www.charmsoffice.com/charms/parents.asp?username=HavelockHSBand>

Please look around this site.

Email me if you need that number. Their ID number should also be on report cards and schedules.

More info to come soon.

Thanks,

Jorge A. Benitez  
Director of Bands  
Havelock High School  
Office:252-444-5117  
Fax:252-444-5119  
Cell: 252-670-8748