

Texas Private School Music Educators Association Policies and Procedures

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The purpose of the **Texas Private School Music Educators Association** (TPSMEA) is to provide a statewide organization specifically focused on the needs of private school music educators and students. The activities and organizations of TPSMEA are designed to enhance and promote the teaching of music by providing appropriate opportunities for enrichment and achievement.

Membership

Active Membership in TPSMEA is open to all music educators in Texas private schools. The fee for membership is \$50 per year and the term of each membership will begin July 1st and conclude July 1st of the following year. The deadline for membership entry fees is **September 1st**. Renewing memberships submitted after this date will be assessed a \$10.00 late fee.

Checks should be made out to **TPSMEA** and sent with the membership application to the Executive Director.

Membership entitles you:

- to a voice in a state-wide organization specifically focused towards the needs of the private and parochial school music educator
- to enter students into competition for positions in an All-State Band, Orchestra or Choir
- to enter ensembles in a Concert and Sight Reading Contest
- to participate in regional / state Solo and Ensemble Contest
- to participate in a regional Honor Band, Orchestra, Choir or Jazz Band.

A General Meeting of the TPSMEA membership occurs at the All-State Clinic and Concert weekend in January.

There are six other types of memberships (See Article III of the TPSMEA By-Laws).

- Active
- Associate
- Associate Retail
- Commercial
- Retiring Life
- Honorary

The State Board of TPSMEA is comprised of the Executive Board, the Division Vice-Presidents and the two immediate past-presidents. The State Board will meet twice a year (January and July) to carry out the direction of TPSMEA.

Executive Board

The Executive Board of TPSMEA is comprised of the President, the Executive Director, the Executive Secretary, and the Treasurer and will meet regularly. Members wishing to attend an Executive Board meeting should contact a board member for the time, date and location of the meeting.

The Executive Board shall also be responsible for administering the adjudication process and selection of the TPSMEA All-State Band, Orchestra and Choir.

The Executive Board is Empowered to set dates for State Competitions.

Candidates pursuing a TPSMEA office must have been a director in TPSMEA for a minimum of two years.

Handbook / By-Law Revision Procedure

Items or issues are brought to the Division at [or prior to] the Division Meeting in January.

The division votes on whether the item should be sent to the State Board or withdrawn.

The State Board refers the item to a committee.

At the TPSMEA Executive / State Board summer meeting, the committee makes a recommendation on the item.

The State Board either:

- a) drops the issue per recommendation of the Committee without action
- b) refers it back to the Division with the recommendation of the Board
- c) presents it to the general meeting with the recommendation of the Board

The Executive Board will retain the ability to make decisions in case of an emergency.

Executive Board

President

Each even numbered year, at the All-State weekend general meeting, the membership of the TPSMEA will nominate and elect a President to a two (2) year term beginning at the meeting held in the next (odd numbered) year. If not incumbent, the newly elected president will serve one year as President Elect, followed by a two year term as President. If the President has been re-elected, the office of President Elect will remain vacant.

The duties of TPSMEA President will be:

- to chair all meetings of the membership
- to call and chair all meetings of the Executive Board
- to actively seek input from the membership
- to contract on behalf of TPSMEA with clinicians, composers and adjudicators
- to moderate all TPSMEA state-wide events
- to create and maintain a yearly calendar of events
- to assign or reassign duties of vacated Executive/Divisional offices to other qualified TPSMEA members.

Executive Director

The Executive Director of TPSMEA is hired on a one year contractual agreement, reviewed and renewed at the summer Board meeting.

The duties of TPSMEA Executive Director will be:

- to maintain all TPSMEA membership records
- to contact commercial accounts for sustaining membership
- to prepare exhibitor packets to be sent to prospective exhibitors
- to coordinate all financial arrangements for TPSMEA
- to serve as a liaison between the Board and retail business
- to secure housing for the All-State Convention
- to coordinate all physical facilities with the Board of Directors, hotel management, concert venues and other vendors
- to contract all association printing and publishing (newsletter, directory, directory, and the TPSMEA -managed music web site)
- to perform business functions not specifically delegated to another officer
- to oversee preparation of semi-annual financial statements, and select and coordinate accounting firm review of TPSMEA financial records as prescribed by the Board of Directors
- to maintain TPSMEA checking/saving/investment accounts and maintain business and financial archives
- to fill positions as determined by the Board of Directors and take responsibility for employee management
- to contract on behalf of TPSMEA with clinicians, composers and adjudicators

Executive Secretary

Each odd numbered year, at the All-State weekend general meeting, the membership of TPSMEA will nominate and elect an Executive Secretary to a two (2) year term beginning at the conclusion of that meeting.

The duties of the TPSMEA Executive Secretary will be:

- to serve as recording secretary at all meetings
- to report the minutes of each meeting to the membership
- to keep accurate records of the membership
- to serve on the Executive Board
- to maintain records of all TPSMEA Activities
- to maintain all entry and adjudication forms
- to maintain the policies and procedures of the organization
- to serve as liaison to other professional organizations.

Treasurer

Each odd numbered year, at the All-State weekend general meeting, the membership of TPSMEA will nominate and elect a Treasurer to a two (2) year term beginning at the conclusion of that meeting.

The duties of the Treasurer will be:

- to collect all fees
- to maintain accurate records of all transactions and balances
- to provide regular reports to the Executive Board and the membership
- to develop budgets for All-State, Concert and Sight Reading Contest, and all other TPSMEA events as necessary

Division Vice Presidents

Every two years at the All-State weekend general meeting, each division (Band, Orchestra and Choral) will nominate and elect a Vice President to moderate the actions and concerns of each division of TPSMEA. They will present all matters to the Executive Board for final approval.

Band Division Vice President

The duties of the Vice President will be:

- to chair all division meetings
- to contact and enter into a verbal agreement with clinicians
- to arrange for the appropriate music to be sent to directors by set deadlines
- to cue and label all audition tapes
- to host and administer the adjudication of All-State Auditions
- to assist the clinician with the selection of music for the clinic/concert

- to prepare concert folders and make the site host aware of all equipment needs
- to entertain and host the clinician at the All-State weekend.
- to collect the \$10.00 all-state music fee for each student.

Orchestra Division Vice President

The duties of the Orchestra Vice President will be:

- to chair all division meetings
- to contact and enter into a verbal agreement with clinicians
- to arrange for music to be chosen, marked, and sent to directors by set deadlines
- to assist the clinician with the selection of music for the clinic/concert
- to send each All-State Orchestra member parts of the clinic music
- to cue and label all audition tapes
- to host and administer the adjudication of All-State Auditions
- to organize and administer chair auditions in accordance with TPSMEA guidelines
- to prepare concert folders and make the site host aware of all equipment needs
- to entertain and host the clinician at the All-State weekend.
- to collect the \$10.00 all-state music fee for each student.

Choral Division Vice President

The duties of the Choral Vice President will be:

- to chair all division meetings
- to contact and enter into a verbal agreement with clinicians and accompanist
- to arrange for music and tapes to be sent to directors by set deadlines
- to arrange for the production of audition music recordings for the All-State auditions
- to cue and label all audition tapes
- to host and administer the adjudication of All-State Auditions
- to arrange with directors for assistance at rehearsals
- to entertain and host the clinician at the All-State weekend.

Site Hosts

It is the responsibility of the Site-Host to manage the facilities and operations of TPSMEA events.

These responsibilities will include the following:

- create and follow a budget in conjunction with the treasurer
- turn in an expense report and bills to the Treasurer within 1 month of the contest
- maintain communication with the Executive Secretary concerning entries

- reserve a performance site (clinic site if needed)
- reserve a storage room for each group
- contract 3 judges
- judges: tables, chairs, pencils, forms, tape recorders, cassette tapes
- student help: guides, runners, storage and hall monitors
- schedule of events, maps to and of the site, program

All-State Clinic and Concert

- prepare chair audition site (judges' packets, forms, pencils, monitors)
- microphone/PA for choral clinician at All-State
- arrange for instrument repair support
- chairs (98 band, 60 orchestra, 140 choir)
- 100 stands
- 3 conductor podiums
- risers (risers = 140 people)
- piano (for choir)
- concert percussion: 4 timpani, bass drum, all melodics, snare, aux. percussion
- 2 tuners

Concert and Sight Reading Contest

- reserve 2 separate warm up, performance and sight reading rooms
- equipment: enough chairs and stands for both performance areas (2 podiums)
- percussion equipment for both staging areas
- 3 pianos (warm up, performance, SR)
- risers (3 sets, one in each room)
- locked and secured storage space for instruments
- directions for participants
- contract judges: 3 - concert, 3 - SR
- judges needs: tables/chairs/pencils/forms
- recording engineer to provide 1 recording per group, (back-up running)
- student help to: guide each ensemble/security/stage crew
- student timer for the sight reading room
- coordinators/posting results/monitors for all stage doors
- refreshments/amenities for students and directors

All-Region Honor Groups

- reserve a rehearsal and performance site
- coordinate audition music and the adjudication
- contract clinician (budget set by treasurer)
- provide refreshments and amenities for clinician
- inform treasurer of patch needs at least 2 months prior

Solo and Ensemble Contests

- reserve performance site and rooms
- contract judges (budget set by Treasurer)

- provide refreshments and amenities for judges
- inform treasurer of medal needs at least 2 months prior

School Classification

For certain events it will be necessary to classify the school by enrollment. The following is a guideline to help you determine your school's classification. (Use grades 9 - 12)

AAAAA.....	1,460 and up
AAAA.....	690 - 1459
AAA.....	285 - 689
AA.....	140 - 284
A.....	139 and below

School classifications for the Marching Band Contest will be:

Class I.....	40 or less wind players
Class II.....	41 or more wind players

General Audition Procedures

1. General rules

a) The entry fee per student is \$10.00 (band and orchestra) \$14.00 choir due and payable to TPSMEA when recordings are submitted. A single check from each school is to be submitted.

b) Students may audition for **only one** All-State ensemble per year. A student not selected for the All-State Choir may audition for the All-State Band or Orchestra, but not both.

c) Auditioning students and performing All-State members must be participants in their school's top performing ensemble. Schools without performing ensembles may submit student entries based on an appointed faculty supervisor's judgement.

d) In the case of a school without a performing group, a designated representative of the school, or (with the school's approval) the student's private lesson teacher, must be a TPSMEA member.

e) Recordings will be adjudicated by panels consisting solely of TPSMEA members.

f) **All TPSMEA members who send entries to All-state must be present for the adjudication process or send a qualified proxy.** An instrumental proxy will be an active or retired instrumental director and/or private teacher within the same family of instruments for the band or orchestra. A vocal proxy will be an active or retired vocal music director or private teacher. The expense of the proxy will be the responsibility of the director or school being represented.

g) **If the director or qualified proxy is not present, the entries from their school(s) will not be judged.** An absence due to extreme circumstances will be at the discretion of the chair.

2. Entry Guidelines

a) **Entries must be recorded in the presence of the director or appropriate music supervisor.** (If a school does not have an organized music program, the school principal may appoint an appropriate faculty supervisor.)

b) Each student must be recorded on a new tape or CD.

c) Each student must be recorded on a separate tape or CD.

the student is representing.

e) There is to be no audible assistance given to the student in the audition tape.

f) Each student may submit the best, unedited recording possible. The director may stop the recording between selections.

g) Vocal students must sing with the Official TPSMEA Accompaniment Recording.

h) Each entry should be clearly marked with the student's name, instrument or vocal part, and school.

i) Backup copies of all entries should be made in case of postal error.

3. Deadlines

a) The choral audition music will be made available to the membership by August 1st. This audition information will then be posted on the TPSMEA website by August 15th of each year. This will be the only **OFFICIAL** listing of the audition requirements. Audition cuts to be posted 3-4 weeks before the audition deadline.

b) Audition entry forms, recordings and a copy of entry fees for auditions must be **in the Division Vice President's hands by 11:59 PM the day of the deadline.**

c) Results will be mailed and posted on the web as soon as possible. Alternates will be designated at the time of selection to the ensemble and listed on the final ranking sheet.

d) Entries which are submitted after the prescribed deadline will be disqualified!

4. Appeals

Only TPSMEA members have the right to make an appeal. All appeals are made to the respective Division Vice President within three (3) business days of audition result posting. The Division Vice President will review the appeal and submit a recommendation to the Executive Board within 48 hours. The decision of the Executive Board will be considered final.

5. Supervision of Students

Any school having a representative in an All-State Ensemble will be required to have a director and/or an authorized adult present for the duration of the weekend's events.

Each year, finances permitting, TPSMEA will commission a work by a well-known composer of literature for school ensembles. The commission for the All-State ensembles will rotate from year to year. In 2005 the commission will be for band, 2006 - orchestra, 2007 - choir, etc.

7. Attendance

All-State members must be in attendance for all rehearsals and the performance during the All-State weekend. Each director is to be in attendance (or have a qualified chaperone) at the rehearsals. Choir members must attend a mini-clinic prior to the weekend.

Adjudication Procedures

All-State Band

1. Audition Music

The audition music for the TPSMEA All-State Band is posted on the TPSMEA website. This is the official listing of the excerpts which are to be strictly adhered to. **Entries that do not conform to recording guidelines will be disqualified!**

2. Instrumentation

The instrumentation for the All-State Band is:

15 flutes (piccolo from section)	12 trumpets
3 oboes	8 horns
18 soprano clarinets	8 trombones
1 alto clarinet	1 bass trombone
4 bass clarinets	4 euphoniums
1 contra-bass clarinet	6 tubas
3 bassoons	1 string bass (alt. from orch)
4 alto saxophones	7 perc. (4 snare, 3 mallet, 1 timp.)
2 tenor saxophones	1 harp
2 baritone saxophones	

Thursday evening of the All-State weekend will include an audition for chair placement in the All-State Band.

3. Adjudication Procedures for Entries

Students may audition on only one instrument per year, with the exception of percussionists - who may audition on snare, mallets or timpani.

Percussionists should submit separate recordings for each instrument, but will pay only one entrance fee. Percussionist are to note their preference of instruments should they submit more than one recording. At the discretion of the adjudication panel, percussionists will be assigned their instruments and their parts.

Adjudication of entries will be held at two sites (Dallas and Houston area) with the Division Vice President attending each adjudication.

All recordings will be adjudicated by a panel of TPSMEA members or authorized representatives as determined by the Band Division Vice President. All TPSMEA members who send entries to All-State must be present for the adjudication process or send a qualified proxy.

The Division Vice President will assign those members present to panels and will designate one member to chair the panel. Each panel will consist of no less than five (5) members including the chair. Each tape will be cued past the director's student information announcement to the beginning of the student's performance.

The Division Vice President should assign each tape an audition letter. A monitor will play each tape so that the audition is anonymous. The monitor will not act as judge nor offer any opinion to the panel.

Using TPSMEA Adjudication Form One, each judge will evaluate the student audition. Each excerpt will be an equal portion of 200 points. The judges shall then enter their scores into a computer which will then compute the rankings of the audition in accordance with TMEA guidelines using a grounded ranking system by the computer.

After the final rankings, all forms and tapes will be turned in to the Division Vice President. Using the results of the audition, the Executive Board and Division Chair will determine membership in the TPSMEA All-State Band, and will post the results on the TPSMEA website and send the results to all directors who sent entries. No results will be posted until the conclusion of all adjudications. **Each student selected will be assessed a \$10.00 music fee.**

4. Chair Placement

Chair placement will be determined by the results of a live audition the Thursday evening of the All-State weekend.

All-State Orchestra

1. Audition Music

The audition music for the TPSMEA All-State Orchestra is posted on the TPSMEA website. This is the official listing of the excerpts which are to be strictly adhered to. It consists of excerpts chosen from the music to be performed by the All-State Orchestra. These excerpts contain contrasting material and indicate bowings, fingerings and metronome markings.

2. Instrumentation

The minimum instrumentation for the All-State Orchestra is:

16 - Violin I
14 - Violin II
10 - Violas
10 - Cellos
5 - Basses ***

*** Note that the first alternate for bass will be included in the All-State Band.

Thursday evening of the All-State weekend will include an audition for chair placement for the top 2 players in each section.

3. Adjudication Procedures for Entries

Students may audition on only one instrument per year.

Adjudication of entries will be held at two sites (Dallas and Houston area) with the Division Vice President attending each adjudication.

All recordings will be adjudicated by a panel of TPSMEA members or authorized representatives as determined by the Band Division Vice President. All TPSMEA members who send entries to All-State must be present for the adjudication process or send a qualified proxy.

The Division Vice President will assign those members present to panels and will designate one member to chair the panel. Each panel will consist of no less than five (5) members including the chair. Each tape will be cued past the director's student information announcement to the beginning of the student's performance.

The Division Vice President should assign each tape an audition letter. A monitor will play each tape so that the audition is anonymous. The monitor will not act as judge nor offer any opinion to the panel.

Using TPSMEA Adjudication Form One, each judge will evaluate the student audition. Each excerpt will be an equal portion of 200 points. The judges shall then enter their scores into a computer which will then compute the rankings of the audition in accordance with TMEA guidelines using a grounded ranking system by the computer.

After the final rankings, all forms and tapes will be turned in to the Division Vice President. Using the results of the audition, the Executive Board and Division Chair will determine membership in the TPSMEA All-State Orchestra, will post the results on the TPSMEA website and send the results to all directors who sent entries. No results will be posted until the conclusion of all adjudications. **Each student selected will be assessed a \$10.00 music fee.**

4. Adjudication Procedures for Chair Placement

Results of the taped audition will be used to assign students to appropriate balanced sections (i.e. Violin I and Violin II). Students who rank in the top two (2) chairs of the violin, viola, cello and bass sections will have the opportunity to audition for the principal chair of that section.

In order to balance the violin section, the odd number ranked players are placed in Violin I and the even numbered players are placed in Violin II. The odd number players will play Violin I for the first half of the concert and switch to Violin II for the second half.

- a) Principal chair auditions will be held for the top two chairs only.
- b) Music for chair auditions will be excerpted from music to be performed in the All-State Concert.
- c) Each audition room should have a monitor, a judges' table and chairs facing away from the students, a stand and chair, and seating for all students.
- d) The monitor will assemble students for auditions and assign each an audition letter which will not be revealed to the judges.
- e) Judges will select three (3) representative excerpts from the music and inform the students at the beginning of the audition.
- f) Metronomes are not allowed in the audition and students should communicate only through the monitor. **Students should never speak to the judges!**

- g) Using TPSMEA Adjudication Form One, each judge will evaluate each student audition on the basis of 50 points per excerpt for a total possible score of 150 points.

After the final rankings, all forms and tapes will be turned in to the Division Vice President. Using the results of the audition, the Executive Board and Division Chair will determine membership in the TPSMEA All-State Orchestra, will post the results on the TPSMEA website and send the results to all directors who sent entries. No results will be posted until the conclusion of all adjudications.

All-State Choir

1. Audition Process

- a) The All-State choir audition process will consist of two auditions. The first being a taped audition at the Region level and the second being an adjudication of tapes selected from the first audition. In the case of soloists or ensembles needed, the All-State Clinician will have the final selection.
- b) The state is currently divided into two regions - North and South. The schools in each region are proposed by the Division Vice President and are voted on by the TPSMEA Executive Board.
- c) Each region will follow the audition guidelines set forth in the TPSMEA Policies and Procedures. Questions concerning rules or procedures should be addressed to the Choral Division Vice President. Site hosts should stay in contact with the Choral Division Chair to ensure that all regional contests are consistent in rules interpretations and procedural matters.
- d) For definition purposes, the first round audition determines participation in the All-Region Choir (if that Region has decided to sponsor such a choir) and participation in the All-State audition. Students who are selected in the first round audition and meet the requirements of participation receive a TPSMEA All-Region Choir patch. The second round audition determines participation in the All-State Choir.

2. Audition Music

The audition music for the TPSMEA All-State Choir will consist of excerpts from two pieces chosen from the music to be performed by the All-State Choir. Only one of the required audition pieces will be chosen from the music being used for the TMEA All-State Choir auditions. The other selection will be chosen from music not from the TMEA repertoire. The audition will be a straight SATB Audition. Students may audition in only one voice per year.

3. Voices

The recommended voice setting for the All-State Choir is:

35 - Soprano
35 - Alto
35 - Tenors
35 - Baritone/Basses

4. Adjudication Procedures for Entries

Adjudication of entries will be held at two sites (Dallas and Houston area) with the Division Vice President attending each adjudication.

All recordings will be adjudicated by a panel of TPSMEA members or authorized representatives as determined by the Division Vice President. All TPSMEA members who send entries to All-State must be present for the adjudication process or send a qualified proxy.

The Division Vice President will assign those members present to panels and will designate one member to chair the panel. Each panel will consist of no less than five (5) members including the chair. Each tape will be cued past the director's student information announcement to the beginning of the student's performance.

The Division Vice President should assign each tape an audition letter. A monitor will play each tape so that the audition is anonymous. The monitor will not act as judge nor offer any opinion to the panel. The five member panel should use the Olympic scoring method. A three judge panel may be used provided a judge is not judging students from his/her school or student's with whom they have an acquaintance. Olympic scoring would not be used on a three judge panel.

Using TPSMEA Adjudication Form One, each judge will evaluate the student audition. Each excerpt will be an equal portion of a set number of points. The judges shall then enter their scores into a computer which will then compute the rankings of the audition in accordance with TMEA guidelines.

All forms will be turned in to the Division Vice President. Using the results of the audition, the Executive Board and Division Vice President will determine membership in the TPSMEA All-State Choir and will send the results to all directors who sent entries.

Audition results will be announced at the conclusion of the audition process. The highest ranking 35 students of each section will be offered membership in a Region Choir and have their tapes sent forward to the All-State Choir audition.

The audition for the All-State Choir will consist of recordings of those students certified to proceed from the first round auditions. Audition procedures must follow the exact procedures followed in the first round.

After the final rankings, all forms and tapes will be turned in to the Division Vice President. Using the results of the audition, the Executive Board and Division Chair will determine membership in the TPSMEA All-State Choir, will post the results on the TPSMEA website and send the results to all directors who sent entries.

5. Music Packets

Once the All-State Choir is chosen, music packets will be prepared and directors will be given information as to how they might attain the packets. Additionally, a rehearsal recording including each voice part recorded separately with accompaniment will be included if requested by the director. There will be an additional fee for each recording.

6. Performance from Memory

To help insure that all students know their music when they arrive at the clinic, it will be assumed that the music will be performed from memory at the concert. Area mini-clinics, led by participating directors, may be held at central locations within each region to help the students learn their music prior to the TPSMEA All-State weekend.

7. Rehearsal Assistants

Directors should attend as many rehearsals as possible. Directors who have students in the All-State Choir may be asked to attend specific segments of rehearsals as assistants to the clinician.

Concert and Sight Reading Contest Procedures

The TPSMEA Concert and Sight Reading Contest is open to Concert Bands, Symphony and Chamber Orchestras, Jazz Ensembles, Jazz Combos, Concert Choirs, and Show Choirs (Show Choirs will not sight read) from all Texas private schools. The director of each group must be a TPSMEA member. All performers in each ensemble must be students at the school entering the group.

Concert Contest

1. Music Selection

Directors should attempt to follow UIL guidelines when choosing concert selections. In some circumstances, an ensemble may perform below its UIL classification or may wish to perform a selection not on the current Texas Prescribed Music List (PML). Directors wishing to perform without adhering to the UIL guidelines should contact the Executive Board at least one month before the contest date. Directors wishing to perform a selection not on the PML should have the selection rated by a recognized authority (such as a music dealer or publisher) before contacting the Executive Board.

The cost for each ensemble entered in the contest is **\$150.00 for Concert ONLY and \$175.00 for Concert and Sight Reading**. This money is used to pay judges fees, trophies as well as expenses incurred by the site-host.

Directors should supply 3 scores (one for each judge) to the contest chairman upon arrival at the contest site. Each score must be an original. In such a case as the original is unavailable (i.e. out of print), the director may make copies and enclose an explanatory letter.

Each measure of the score must be numbered!

2. Performance

Concert Contest performances should last no more than 30 minutes (20 minutes for choirs) including entrance, performance, and clearing the stage. Each group will be allowed a brief (one minute or less) warm-up on music obviously intended for warm up purposes, and not being performed for adjudication.

3. Adjudication

Groups will be adjudicated by three judges and assigned ratings of I (Superior), II (Excellent), III (Good), IV (Fair), V (Needs Improvement). The final rating will be decided by a majority or, if there is no agreement among the judges, the high and low ratings will be discarded.

4. Awards

Groups receiving a final rating of "Superior" will be awarded a first division trophy. Groups receiving Excellent ratings will receive a second division plaque. Groups receiving a final rating of "Superior" in both Concert and Sight Reading will receive one trophy signifying this accomplishment.

Sight Reading Contest

Bands, Orchestras, and Concert Choirs participating in the TPSMEA Concert Contest will have the option of participating in the Sight Reading portion of the contest, for a rating and critique or for critique only.

1. Music Selection

Groups will sight read a piece two (2) levels down from the music that they are currently specified to perform. A judge of the sight reading contest is required to ask the director the following question: "Has this organization or any of its members heard, read, rehearsed or performed this selection previously?" If the answer is no, then sight reading procedures will commence; however, if the answer is yes, it is up to the contest chairman to provide another piece of comparable difficulty for the group to read.

Sight reading selections for choral ensembles will have the same voicing as the music performed in the concert contest.

2. Procedures for Sight Reading

A) Instrumental

- 1) Only one director may instruct the group.
- 2) The director will be given a ten (10) minute time limit in which to instruct the group.
- 3) Instructions may include singing phrases or counting rhythms, but no performance of music on an instrument is allowed.
- 4) Students are not allowed to tap rhythms or perform any part of the music in any fashion, but may ask questions of the director.
- 5) Once the performance has started, the director may elect to stop only for the purpose of designating a starting point to unify the ensemble.
- 6) Any director making an obvious contribution to the performance by communicating verbally with the ensemble may be disqualified.

B) Vocal

- 1) Only one director may instruct the group.
- 2) The director will be given a six (6) minute time limit in which to instruct the group.
- 3) At the beginning of the discussion period the tonic chord may be given in broken chord style. The director may instruct the group by tapping out rhythms and talking about any passage of the music, but may not hum, sing any part, or allow it to be played on the piano.
- 4) Students may chant rhythms and/or text and tap or clap the rhythms, but they **may not reproduce the music tonally!**
- 5) Students may ask questions of the director.

6) At the completion of the instruction period the tonic chord will be given in broken chord style. At this time the students may reproduce their pitch of this chord. The director may sing the starting pitch with each section. No further warm-up or direction is allowed.

7) The selection will then be sung twice; first with piano accompaniment using the group's preferred method of sight-singing, then a capella.

8) The director will have one minute between readings for discussion. The piano will then intone the starting pitches which the choir may sing before performing a capella.

9) Any director making an obvious contribution to the performance by communicating verbally with the ensemble may be disqualified.

10) Both performances will be judged.

3. Adjudication

Groups will be adjudicated by three judges and assigned ratings of I (Superior), II (Excellent), III (Good), IV (Fair), V (Needs Improvement). The final rating will be decided by a majority or, if there is no agreement among the judges, the high and low ratings will be discarded.

4. Awards

Groups receiving a final rating of "Superior" will be awarded a first division trophy. Groups receiving a final rating of "Superior" in both Concert and Sight Reading will receive one trophy signifying this accomplishment.

Solo and Ensemble

Regional Contest Procedures

Solo and Ensemble Contests will be directed by regional site hosts. Information regarding participation will be made available to members in their region. Participating schools should submit their completed forms with their entry fees by the appropriate deadline as stated on the entry form. Participation is open to middle school and high school students.

The site host will be responsible for hiring qualified judges. The fee for judges is set by the Executive Director's office. All medals, trophies and awards will be purchased by the Executive Director; site hosts should submit a request for needed medals at least 1 month prior to the event.

1. Music Selection

Directors should follow UIL guidelines when choosing solo and ensemble selections. In some circumstances, an ensemble may perform below its UIL classification or may wish to perform a selection not on the current Texas Prescribed Music List (PML). **Choral directors should select music from the solo, ensemble or madrigal section and not the concert contest section.**

Directors should supply an original score for the judge. In such a case as an original score is unavailable (i.e. out of print), the director may make copies and enclose an explanatory letter.

Each measure of the score must be numbered!

2. Performance

Each soloist or ensemble will be allowed to perform one song for the judge. Each participating school will be given an appropriate block of time in which to schedule their own students. Students should furnish their own accompaniment. Taped and Smart Music accompaniment is permitted at the Regional Solo and Ensemble Contest.

3. Adjudication

Soloists and ensembles will be adjudicated by one judge and assigned a rating of I (Superior), II (Excellent), III (Good), IV (Fair), V (Needs Improvement).

4. Awards

Each performer receiving a rating of “Superior” will be awarded a medal. Only students who receive a “Superior” rating on a Class I solo or ensemble will be qualified to advance to the State Solo and Ensemble Contest.

State Contest Procedures

1. Participation Requirements

Only students who receive a “Superior” rating on a Class I solo or ensemble are qualified to advance to the State Solo and Ensemble Contest.

2. Music Selection

Performance selections should be taken from the current UIL Prescribed Music List for solos and ensembles. **Choral directors should select music from the solo, ensemble or madrigal section and not the concert contest section.**

Directors should supply an original score for the judge. In such a case as an original score is unavailable (i.e. out of print), the director may make copies and enclose an explanatory letter.

Each measure of the score must be numbered!

3. Performance

Students will furnish their own accompanist.

Regarding taped accompaniment: only music made to be performed with tape will be permitted at the State Solo and Ensemble Contest. Choral music solos and ensembles must be memorized. No rating will be given for choral performances in which music is used. Vocal solos may be sung in any key, published or transposed. Songs with titles listed in the UIL Prescribed Music List in a foreign language must be sung in that language unless otherwise specified. Songs with titles listed in English may be sung in any other language.

3. Adjudication

Soloists and ensembles will be adjudicated by one judge and assigned a rating of I (Superior), II (Excellent), III (Good), IV (Fair), V (Needs Improvement).

4. Awards

Each performer receiving a rating of “Superior” will be awarded a medal.

Marching Band Contest

1. Contest Divisions

Class I	40 or less wind players
Class II	41 or more wind players

2. Music Selection

Music selection is at the discretion of the director.

3. Performance

Each band will be given time on the field to warm-up and then move into position. Performances must be a minimum of six (6) minutes and no more than ten (10) minutes in length.

3. Adjudication

Groups will be adjudicated by three judges and assigned ratings of I (Superior), II (Excellent), III (Good), IV (Fair), V (Needs Improvement). The final rating will be decided by a majority or, if there is no agreement among the judges, the high and low ratings will be discarded.

4. Awards

Groups receiving a final rating of “Superior” will be awarded a first division trophy.

Middle School Region Honor Groups

1. Audition Music

The audition music for the TPSMEA Region level honor groups will be set by that region and posted on the TPSMEA website. This is the official listing of the excerpts which are to be strictly adhered to.

2. Instrumentation

The instrumentation for will be set by the members of the region.

3. Adjudication Procedures for Entries

Audition procedures for Middle School Region Honor Groups should follow those used by the high school All-State level groups.

Only one site is needed for each region’s adjudication.

The Region Coordinator will be responsible for assigning judging panels, cuing the tapes, contracting a clinician, purchasing music and other duties as needed to provide a successful experience for the students.

4. Chair Placement

Chair placement will be determined by the results of the taped audition.

5. Additional Procedures

Procedures which are relevant to each region will be discussed and voted upon by participating directors and given to interested directors prior to the entry deadline. These would include, but not be limited to: instrumentation (voicing), age (grade) of participant, audition music, choosing of the clinician and purchasing of music.

All-Region Honor Jazz Band

1. Audition Music

The audition music for the Region level Honor Jazz Band will be the ATSSB All-State Jazz Music. The music used for the TPSMEA taped audition will be from the beginning down to the region cut.

2. Instrumentation

Standard big-band instrumentation should be used for the region band with variances agreed upon by the participating region members.

3. Adjudication Procedures for Entries

Audition procedures for Region Jazz Bands should follow those used by the high school All-State level groups. Only one site is needed for the region's adjudication.

The Region Coordinator will be responsible for assigning judging panels, cuing the tapes, contracting a clinician, purchasing music and other duties as needed to provide a successful experience for the students.

4. Chair Placement

Chair placement will be determined by the results of the taped audition.

5. Fees

\$15.00 per entry submitted, \$25.00 per school.

All-State Honor Jazz Band

1. Audition Music

The tape submitted to the Region level Honor Jazz Band will be used for the All-State Jazz Audition.

2. Instrumentation

Standard big-band instrumentation should be followed (5 saxes, 5 trumpets, 5 trombones, rhythm section).

3. Adjudication Procedures for Entries

Audition procedures for the All-State Jazz Band should follow those used by the high school All-State level groups.

4. Chair Placement

Chair placement will be determined by the results of the taped audition.

5. Fees

\$10.00 per entry submitted.