

# 2019-2020

## Region 22 Band Division Audition Policies and Procedures

### Elected Positions

**\*\*The positions listed below will be elected during the Band Division Meeting at the Spring Region Meeting. These are two year terms and elections are held in the years ending with 2, 4, 6, 8, and 0.**

#### ***Band Division Chair-***

Responsibilities: This person is responsible for overseeing all TMEA Region 22 Band auditions and clinic/concerts. This person will also maintain the TMEA Region 22 Band Division bank account and handle all financial transactions for the Band Division.

Stipend: There is no stipend for this position. However, Region 22 Band will pay for travel expenses for the Region Band Chair to attend the annual Texas Bandmasters Association Clinic/Convention in order to represent Region 22 Band at all TMEA related activities (Receipts are required). Also, Region 22 Band will reimburse the Region Band Chair for any "out of pocket" expenses related to the operation of Region 22 Band events (Receipts are required). *All of the above will only apply if funds in the Region 22 Band bank account are available.*

#### ***Middle School Band Coordinator-***

Responsibilities: This person will help the Band Division Chair in organizing the auditions and clinic/concert for Middle School All Region Jazz and Middle School All Region Band.

Stipend: The recommended annual stipend for this position is \$ 200.00. Also, Region 22 Band will reimburse the Middle School Band Coordinator for any "out of pocket" expenses related to the operation of Region 22 Middle School Band events (Receipts are required). *All of the above will only apply if funds in the Region 22 Band bank account are available.*

#### ***Assistant Middle School Band Coordinator-***

Responsibilities: This person will assist the Middle School Band Coordinator in helping the Band Division Chair organize the auditions and clinic/concert for Middle School All Region Jazz and Middle School All Region Band.

Stipend: The recommended annual stipend for this position is \$ 200.00. Also, Region 22 Band will reimburse the Assistant Middle School Band Coordinator for any "out of pocket" expenses related to the operation of Region 22 Middle School Band events (Receipts are required). *All of the above will only apply if funds in the Region 22 Band bank account are available.*

### ***Jazz Chair-***

Responsibilities- This person will assist the Band Division chair in organizing the auditions and clinic/concert for Middle School All Region Jazz and High School All Region Jazz.

Stipend: The recommended annual stipend for this position is \$ 200.00. Also, Region 22 Band will reimburse the Jazz Chair for any “out of pocket” expenses related to the operation of Region 22 Middle School and High School All Region Jazz events. (Receipts are required). *All of the above will only apply if funds in the Region 22 Band bank account are available.*

### **Director/Active Member Responsibilities**

- All directors assigned to a school must attend auditions where students from that school are entered. This will help us insure complete and consistent panels.
- If a director or Active Member/sponsor fails to attend on the day of the audition for which they have entered students, or fails to send a qualified proxy, that member will be subject to the TMEA Grievance Policy.

### **Region 22- All Region Band Instrumentation**

<u>High School:</u>	<u>Honor Band</u>	<u>Symphonic Band</u>	<u>9<sup>th</sup> Grade Band</u>
Piccolo	1	2	1
Flute	10	10	8
Oboe	2	2	2
Bassoon	2	3	2
Eb Clarinet	1	1	0
Clarinet	12	16	12
Alto Clarinet	1	1	0
Bass Clarinet	3	3	3
Contra Bass Clarinet	1	1	0
Alto Sax	4	4	4
Tenor Sax	2	2	2
Baritone Sax	1	1	1
Trumpet	9	9	9
Horn	8	8	8
Trombone	6	6	6
Bass Trombone	1	2	1
Euphonium	4	4	4
Tuba	3	4	4
Percussion	7	7	7

<i>Middle School:</i>	<i>Symphonic Band</i>	<i>Concert Band</i>
Flute	12	12
Oboe	2	2
Bassoon	2	2
Clarinet	18	18
Bass Clarinet	4	4
Alto Sax	4	4
Tenor Sax	2	2
Bari Sax	1	1
Trumpet	12	12
Horn	10	10
Trombone	10	10
Baritone	5	5
Tuba	6	6
Percussion	7	7

### **Region 22- All Region Jazz Band Instrumentation**

<i>Middle School:</i>	<i>Jazz One</i>	<i>Jazz Two</i>
Alto Sax	2	2
Tenor Sax	2	2
Bari Sax	1	1
Trombone	5	5
Trumpet	5	5
Drums	2	2
Guitar	1	1
Bass Guitar	1	1
Piano	1	1

<i>High School:</i>	<i>Jazz One</i>	<i>Jazz Two</i>
Alto Sax	2	2
Tenor Sax	2	2
Bari Sax	1	1
Trombone	3	4
Bass Trombone	2	1
Trumpet	5	5
Drums	2	2
Guitar	1	1
Bass Guitar	1	1
Piano	1	1
*Vibes	1	1

*\*Vibes are Region only. There is NO ALL STATE track for this instrument.*

## Audition Entry Procedures

- All entries will be done on line using the TMEA Audition Entry Process (State Mandated).
- **REMINDER:** High School Orchestra Wind and Percussion entries will be handled by the Band Division. The entry window will be the same as for High School Region Band. Entry fees are \$10 and will be paid to TMEA Region 22 Band. This needs to be paid as a separate check from the High School Region Band entries in order to help facilitate accounting procedures. **The High School Band Director will now be responsible for entering their wind and percussion students via the TMEA Audition Entry Process, NOT the High School Orchestra Director. Those Wind and Percussion students making the All Region Symphony Orchestra are subject to Region 22 Orchestra Division membership guidelines.**
- High School Entry fee is \$12 per student per audition. The only exception is for those 9<sup>th</sup> grade students who enter BOTH high school AND 9<sup>th</sup> grade Region Band audition. In this situation, only one \$12 fee is required.
- Middle School Fee will be \$10 per student per audition.
- Online entry for ALL auditions will be open starting on Wednesday August 26.
- Entry deadline will be 14 days prior to the audition date(State Mandated).
- A confirmation of your entries will be sent to you via email from the Auditions Coordinator. Correction to an existing student entry may be made between 13 and 7 days prior to the contest without penalty, but a student entry added less than 14 but more than 7 days prior to the contest will result in an additional 100% student late fee (State Mandated).
- Late Entry deadline will be 7 days prior to the audition date. All late entries are an additional \$10 per late entry (State Mandated).
- Entry Fee deadline will be the same day as the LATE entry deadline (7 days prior to the audition date.) Fees to enter students must be paid by check and into the hands of the Band Division Chair before midnight on the Entry Fee deadline day. Checks are to be made out to TMEA REGION 22 BAND. **High School Directors- Please have a separate check for your High School Orchestra Wind and Percussion entries made out to TMEA Region 22 Band.**
- Prior to the entry deadline, an email, from the Band Division Chair and/or the Middle School Coordinator, will be sent to each director. This email will explain the Region Band audition process, audition dates, entry fees per person, entry deadlines and penalties, and the director's responsibility to the process and to their students.
- If a director or Active Member/sponsor fails to attend on the day of the audition for which they have entered students, or fails to send a qualified proxy, that member will be subject to the TMEA Grievance Policy.
- Once entry fees have been paid, there will be **no** refunds or substitutions.
- 5 (five)-days prior to the audition, the Audition Coordinator will send, via email, a schedule and list of students. Please inform the Audition Coordinator directly concerning students that will not be attending the audition. Prior knowledge of these students allows the Audition Coordinator the chance to set up the most time effective audition possible. We are fully aware that some students will choose not to show up on the audition date.

## **Audition Personnel**

- The Band Division Chair, Jazz Chair, Middle School Coordinator and/or the Audition Coordinator will ask and assign people to serve as Judge Panel Chair.
- It is the responsibility of the Judge Panel Chair to secure the correct number of judges AND an adult to serve as the inside monitor for that room. The judges selected should be band directors, but private teachers and university students may be used. The room monitor can be a band director, private teacher, university student or a responsible band parent. Anyone else willing to help should be cleared with the Band Division Chairman.
- Audition Host
  - Responsibilities- The Audition Host will secure the correct number of rooms and students to act as helpers and outside room monitors. The Audition Host will also arrange for food and drinks for the judges.
  - Stipend- The recommended annual stipend for this position is \$ 200.00. Also, Region 22 Band will reimburse the Audition Host for any “out of pocket” expenses related to the operation of Region 22 Band auditions (Receipts are required). *All of the above will only apply if funds in the Region 22 Band bank account are available.*
- Audition Coordinator
  - Responsibilities- The Audition Coordinator will be responsible for scheduling Region 22 Band auditions via the TMEA online entry system. The Audition Coordinator will also manage the tabulation of all Region 22 Band auditions and coordinate all results and certification with the Band Division Chair.
  - Stipend- The recommended annual stipend for this position is \$ 200.00. Also, Region 22 Band will reimburse the Audition Coordinator for any “out of pocket” expenses related to the operation of Region 22 Band auditions (Receipts are required). *All of the above will only apply if funds in the Region 22 Band bank account are available.*

## **Audition Procedures**

### *General Guidelines*

- All directors and students participating in TMEA auditions must follow all TMEA policies including :
  - **The 2018-2019 Region 22 Band Division Audition Policies and Procedures**
  - **The TMEA Band Division Audition Procedures and Guidelines Appendix***Both of the above documents are available on [www.tmearegion22.com](http://www.tmearegion22.com) and also listed through the director's contest campus page in the TMEA contest entry page on [www.tmea.org](http://www.tmea.org)*
- Any violation of TMEA audition policies may result in student disqualification through the TMEA Appeals Process.
- No student may audition on more than one instrument.
- All directors assigned to a school must attend auditions where students from that school are entered. This will help us insure complete and consistent panels.
- Students enrolled in the 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grades may audition for any and all Region 22 Middle School Region Bands.

- Students enrolled in the 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> grades may audition for placement in the Jazz, Symphonic, and Honor Region Bands.
- Students enrolled in the 9<sup>th</sup> grade may also audition for placement in the 9<sup>th</sup> Grade Region Band. If any 9<sup>th</sup> grade student makes either the Symphonic or Honor Band, they will not be allowed to audition for the 9<sup>th</sup> Grade Region Band. The 9<sup>th</sup> Grade Region Band Audition will always happen after the audition for the Symphonic and Honor Region Bands.
- It is the responsibility of the director to certify that their students meet all TMEA Eligibility Requirements and are also academically eligible for any and all Region Band auditions and concerts.
- It is also the responsibility of the director to inform the All Region Band Organizer and/or Audition Coordinator if any of their students will not be participating in an audition or clinic/concert. **Please inform them of no-shows for an audition 7 days prior to that audition.**
- No refunds will be given for a student that does not show for an audition.
- No other student can be used to replace or substitute a no show student at an audition.
- All judging panels will consist of five judges and one monitor. Only in extreme cases where the audition is NOT part of the All State process (e.g. Middle School Region Bands, 9<sup>th</sup> Grade Region Band) will different numbered panels be used. This will be at the Band Division Chairman's discretion. Anything less than a 5-member panel requires a Variance Request from the Executive Board, which must be submitted before August 1. If a 3 person panel is used, THOSE JUDGES CANNOT JUDGE ANY OF THEIR OWN STUDENTS.
- ***High School Auditions:***
  - When Phase 1 and Phase 2 processes are utilized, the judging panels will be the same. The Band Division Chair, Audition Coordinator, and the Judging Panel Chair will make the determination whether Phase 1 and Phase 2 is needed based on the number of entries for that particular instrument.
  - ***ANY STUDENT NOT ATTENDING PHASE TWO WILL BE DISQUALIFIED FROM THE AUDITION.***
  - ***ADVANCING TO PHASE 2 DOES NOT GUARANTEE MEMBERSHIP IN THE ALL REGION BAND. THERE ARE MORE STUDENTS ADVANCING TO PHASE 2 THAN AVAILABLE REGION BAND CHAIRS.***
  - Audition Music for all Region 22 High School Bands will be selected from the TMEA All State music. The TMEA website is the official publication for the All State Music. The TMEA website ( [www.tmea.org](http://www.tmea.org)) will have updated errata for each etude.
  - ***It is the responsibility of each director to notify the Region Band Chair of any students with special needs PRIOR to the audition date.***
- ***Middle School Auditions***

**All students signed up to audition will perform 3 etudes during their scheduled time. The etudes are randomly chosen from 5 already designated sets during the fall region meeting.**

- Students will be scheduled randomly and grouped into hours throughout the morning/afternoon. Once their hour has completed the audition, they will be done for the day.
- Each hour of students will audition in Round Robin format. First etude will begin with letter A and proceed alphabetically to the end. At the beginning of each etude, each student will have a 5 second warm up on the first note of the etude.
- Second etude will begin 1/3 of the way down the alphabet and proceed alphabetically to the end and then back to the top moving down to the 1/3 mark.
- Third etude will begin 2/3 of the way down the alphabet and proceed alphabetically to the end and then back to the top moving down to the 2/3 mark.
- ***Each etude will receive a maximum score of 100 with a combined total of 300 possible points for all three etudes. After the Judges scores have been tabulated, Students for each instrument will be ranked from highest to lowest score. Students who rank within the designated amount of chairs will make either the Concert or Symphonic MS All Region Band.***

#### **Region Band Clinic/Concerts Stipends and Honorariums**

- **Region Band Clinicians-** \$900 plus travel expenses
- **Region Band Organizer-** \$200\*
- **Region Band Percussion Organizer-** \$100\*

\*For Region Band Organizers- Region 22 Band will reimburse the Organizers for any “out of pocket” expenses related to the operation of All Region Band events. (Receipts are required).  
*Stipends for Organizers will only apply if funds in the Region 22 Band bank account are available.*

#### **Region 22 All Region Band Rehearsal Attendance Guidelines**

Once a student has earned a position in one of the Region 22 All Region Bands (All Region Middle School Bands, All Region High School Bands, All Region Middle School Jazz Bands, All Region High School Jazz Bands) it is required of that student to attend every and all announced and scheduled rehearsals. The rehearsals are announced and scheduled prior to the audition date for the respective bands. Region 22 does understand that there may be unavoidable conflicts, such as a school basketball game or SAT test. If the Band organizer or Region Band Chairman has been given notification by a student or the student’s band director that they have a conflict of this nature, then arrangements can be made. It is in the best interest of the student if they inform us prior to the event.

Students who knowingly miss a rehearsal, without notifying their director, the Band Organizer or the Region Band Chairman risk losing their position or chair in the band or placement in the band altogether. Again, it is the Region’s position to work with each student. But if they do not inform the leadership about missing rehearsals, they put us and themselves in a very difficult position. It is not fair to those who are in attendance at all rehearsals. Everyone has to make adjustments to their schedules in order for these organizations to be successful. Please keep this in mind: Region 22 has a very good reputation around the state because of the quality of our students, their behavior, their rehearsal etiquette and especially their playing ability. We certainly want to maintain that reputation by making sure our students are all in attendance.