



HANDBOOK
FOR
MUSIC EDUCATORS
T.M.E.A.
U.I.L.
MUSIC ACTIVITIES
REGION X

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**HANDBOOK FOR MUSIC EDUCATORS
REGION X
PURPOSE**

This handbook is intended to serve as a supplement to the U.I.L. CONSTITUTION AND CONTEST RULES, and the T.M.E.A. CONSTITUTION and BYLAWS. In the event of a conflict on interpretation, the U.I.L. CONSTITUTION AND CONTEST RULES and the T.M.E.A. CONSTITUTION and BYLAWS shall take precedence. This handbook is compiled as an orientation aid for new music educators moving into REGION X, and as a source of reference for all music educators concerning rules and regulations of a local nature regarding music activities within REGION X.

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SECTION I

OFFICERS, DUTIES, MEETINGS

MEMBERSHIP

All Music Educators within Region X may become active members and participate in U.I.L. and T.M.E.A. activities. To be fully active, in U.I.L. activities, a member's school must have filed a "Music Acceptance Card" with the University Interscholastic League and settled whatever fees, if any, that might be requested of that school. To be a fully active member in all Region and State-wide affairs of T.M.E.A., a member must pay the State T.M.E.A. dues and be a member in good standing with the State T.M.E.A. Office.

OFFICERS AND DUTIES

T.M.E.A. Region President: The Region President shall be the presiding officer of the Region and of the Region Steering Committee. He/She shall be a member of the State Board of Directors of T.M.E.A. He/She shall call Region Meetings, appoint committees as he/she may deem necessary and perform all other duties pertaining to the presiding office.

T.M.E.A. Region Vice-President: The Region Vice-President shall assume the duties of the presiding officer in the absence of the Region President. He/She shall be a member of the State Board of Directors of T.M.E.A., a member of the Region Steering Committee, and shall encourage, solicit, and enlist membership within the Region.

T.M.E.A. Region Secretary and Parliamentarian: The Region Secretary shall keep accurate minutes of Region Meetings, shall notify members of Region Meetings and shall perform all other duties pertaining to the office of Secretary. He/She shall be a member of the State Board of Directors of T.M.E.A., and a member of the Region Steering Committee. He/She shall also serve as Parliamentarian of Region Meetings.

T.M.E.A. Band Division Chairman: The Band Division Chairman shall be the presiding officer at meetings of the Band Division of Region X. He/She shall be a member of the Region Steering Committee and shall be responsible for implementing the Region program of T.M.E.A. within his/her division. He/She may hold this office separate from or in conjunction with one of the three general offices of Region X. He/She shall be the treasurer of his/her division.

T.M.E.A. Vocal Division Chairman: The Vocal Division Chairman shall be the presiding officer of meetings of the Vocal Division of Region X. He/She shall be a member of the Region Steering Committee and shall be responsible for implementing the Region program of T.M.E.A. within his/her division. He/She may hold this office separate from or in conjunction with one of the three general offices of Region X. He/She shall be the treasurer of his/her division.

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U.I.L. INFORMATION FOR ALL DIVISIONS

T.M.E.A. Orchestra Division Chairman: The Orchestra Division Chairman shall be the presiding officer of meetings of the Orchestra Division of Region X. He/She shall be a member of the Region Steering Committee and shall be responsible for implementing the Region program of T.M.E.A. within his/her division. He/She may hold this office separate from or in conjunction with one of the three general offices of Region X. He/She shall be the treasurer of his/her division.

T.M.E.A. Elementary Division Chairman: The Elementary Division Chairman shall be the presiding officer of meetings of the Elementary Division of Region X. He/She shall be a member of the Region Steering Committee and shall be responsible for implementing the Region program of T.M.E.A. within his/her division. He/She may hold this office separate from or in conjunction with one of the three general offices of Region X. He/She shall be the treasurer of his/her division.

T.M.E.A. College Division Chairman: The College Division Chairman shall be the presiding officer of meetings of the College Division of Region X. He/She shall be a member of the Region Steering Committee and shall be responsible for implementing the Region program of T.M.E.A. within his/her division. He/She may hold this office separate from or in conjunction with one of the three general offices of Region X. He/She shall be treasurer of his/her division.

U.I.L. Executive Secretary General Contest Chairman: The Executive Committee of Region X is responsible for the selection of the Executive Secretary-General Contest Chairman for Region X, U.I.L. Music Activities. The person in this position receives all U.I.L. Music Contest entries and fees, and pays all U.I.L. bills for Region X Music Activities. He/She shall be responsible, as the Executive Committee's designate, for the administration of all U.I.L. Music Contests for Region X. He/She shall be a member of the
the
Region X Steering Committee.

U.I.L. Band Division Contest Chairman: The Band Division Contest Chairman of Region X shall be responsible for the hiring of judges for all band-related contests of Region X, for securing the necessary equipment for each of the contests, for preparing and mailing the schedules for each of the contests, and for any and all other details necessary for the preparation and running of well-organized contests for the Band Division of Region X. He/She shall be a member of the Region X Steering Committee.

U.I.L. Vocal Division Contest Chairman: The Vocal Division Contest Chairman of Region X shall be responsible for the hiring of judges for all vocal-related contests of Region X, for securing the necessary equipment for each of the contests, for preparing and mailing the schedules for each of the contests, and for any and all other details necessary for the preparation and running of well-organized contests for the Vocal Division of Region X. He/She shall be a member of the Region Steering Committee.

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U.I.L. Orchestra Division Contest Chairman: The Orchestra Division Contest Chairman of Region X shall be responsible for the hiring of judges for all orchestra-related contests of Region X, for securing the necessary equipment for each of the contests, for preparing and mailing the schedules for each of the contests, and for any and all other details necessary for the preparation and running of well-organized contests for the Orchestra Division of Region X. He/She shall be a member of the Region Steering Committee.

The Region Steering Committee: The T.M.E.A. and U.I.L. Officers of Region X shall form a Steering Committee for Region X. It shall determine the means and methods of executing the overall program of the T.M.E.A. and U.I.L. within the Region, and shall coordinate the programs of the several divisions. It shall serve as an instrument through which the State Officers may implement and inform the membership of the general policies and program of activities of the T.M.E.A. and U.I.L. It shall fill, by appointment, vacancies which occur in Region Offices. Executive authority on the Region level shall be reserved to the Region Steering Committee.

Vacancies which occur in Region Offices shall be filled through appointment by the Region Steering Committee. This appointment shall be for the unexpired term, or until the Region or Region Division can meet and elect a successor.

NOMINATION AND ELECTION OF OFFICERS

The members of the Region Steering Committee will act as the nominating committee for the Region Officers. This committee shall meet prior to the Spring Meeting and shall present a slate of nominees for those offices being vacated to the membership of the entire Region. Additional nominations may be made from the floor. A ballot will determine the winners of all offices.

The offices of President, Vice-President, and Secretary must in all years contain at least one representative from the Vocal and from the Instrumental (Band and Orchestra considered one) Divisions.

The offices of President, Vice-President, Secretary, and all Division Chairs will be voted on during the Spring Meeting in even-numbered years.

The Executive Secretary-General Contest Chairman is appointed by the Executive Committee of Region X. This is a continuing office until such time as the Executive Committee deems necessary to appoint a change.

Vacancies which occur in Region Offices shall be handled as outlined under the responsibilities of the Region Steering Committee.

MEETINGS

There shall be three formal meetings scheduled for Region X during each school year: The Fall Meeting, the Convention Meeting, and the Spring Meeting. Other meetings may be called by the Region President, or upon the request of ten active members, by the Region Secretary. Notifications of Region Meetings shall be made in writing. The Region President oversees the selection of dates and sites for the meetings. The Region President may call additional meetings of their division as the need arises, so long as all members are notified by the President, in writing, prior to the date of the meeting.

Quorum: Twenty percent of the active members of the Region, with more than one division represented, must be present at a meeting to constitute a quorum.

Motions: All motions for the general session and for all division meetings must be presented in writing.

The Fall Meeting

The Region President shall call this meeting at the earliest appropriate time after the beginning of the Fall term for the majority of the schools in the Region. The meeting will not be called before the third weekend of August nor after the third weekend of September.

The agenda for the Fall Meeting shall be:

General Session

- (1) Membership sign-up.
- (2) A report on known rule changes by the U.I.L. on the state and region level.
- (3) Recommendations to the Music Advisory Committee Representatives to be taken to the State T.M.E.A. Advisory Board Meeting.
- (4) A report on T.M.E.A. known rule changes.
- (5) Recommendations to the State T.M.E.A. Officers to be taken to the Area and State T.M.E.A. Meetings.
- (6) Any additional business not specifically relegated to another meeting that needs consideration

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by members of all divisions.

- (7) Selection of date and site for Spring Meeting.,

Division Meetings

- (1) The selection of sites (Marching, Twirling, Solo-Ensemble, Piano, Concert and Sight-Reading Contests) pertinent to each division.
- (2) The selections of sites and clinicians for the All-Region Organizations' tryouts and performances.
- (3) Appointment of committees to prepare lists of recommended judges for U.I.L. organization contests to be submitted to the division membership in the Spring Meeting.
- (4) Any additional business that is not specifically relegated to another meeting.

The Convention-Clinic Meeting

A meeting of the Region X Music Educators will be held at the time and place allotted for Region meetings at

the annual T.M.E.A. Convention-Clinic.

The agenda for the Convention-Clinic Meeting shall be:

- (1) Discussion of T.M.E.A. business on a state-wide basis.
- (2) Discussion of Region X business of an emergency nature. Region business must be considered for action only by the rules and regulations set forth in this handbook.

The Spring Meeting

The Region President shall call this meeting at an appropriate date near the end of the spring term of school for the majority of schools in the Region. The meeting will not be called before the third weekend of April and will not be called after the third weekend of May.

The agenda for the Spring Meeting shall be:

General Session

- (1) Reports concerning T.M.E.A. activities from the Region T.M.E.A. President.
- (2) Reports concerning U.I.L. activities from the Executive Secretary-General Contest Chairman.
- (3) Any committee reports.
- (4) Additions and changes in this handbook which apply to all divisions.
- (5) The election of Region President, Vice-President, and/or Secretary.
- (6) Recommendations to the Music Advisory Committee Representatives to be taken to the State T.M.E.A. Advisory Board Meeting.
- (7) Any additional business concerning all divisions not specifically relegated to another meeting that needs consideration by all divisions.
- (8) Selection of date and site for Fall Meeting.

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Division Meetings

- (1) Review of the dates available for the U.I.L. Region X Music Contests for the next school year.
- (2) Selection of dates for T.M.E.A. Region X organization tryouts and performances.
- (3) Election of judges for the U.I.L. organization contests from lists submitted by committees appointed in the Fall Meeting.
- (4) Election of Division Chairmen.
- (5) Additions and changes in this handbook which apply to each division.
- (6) Any additional division business not specifically relegated to another meeting.

REVISIONS OF HANDBOOK AND SUSPENSION OF RULES

This handbook automatically comes up for revision at the Spring Meeting of Region X.

General Session: It takes a 3/4 majority of those present after establishment of a quorum to change rules or procedures and/or suspend rules in the general session.

Division Meetings: It takes a 3/4 majority of those present after establishment of a quorum to change rules or procedures and/or suspend rules in the division meeting.

THE U.I.L. REGION EXECUTIVE COMMITTEE

The U.I.L. Region Executive Committee is a group of seven administrators appointed by the U.I.L. State Executive Committee. This committee is responsible for the administration of all Region X, U.I.L. Music activities. This committee is in no way responsible for T.M.E.A. activities; however, because of the close and overlapping interests of T.M.E.A. and U.I.L., educational interests will best be served by close cooperation between the two groups.

THE T.M.E.A. MUSIC ADVISORY COMMITTEE

The T.M.E.A. Music Advisory Committee is made up of each of the State's Region Band, Orchestra and Vocal Representatives. The purpose of this T.M.E.A. sponsored committee is to study proposed U.I.L. rule changes, additions, and deletions. This committee reports to the State U.I.L. Director of Music Activities who in turn reports the committee's recommendations to the U.I.L. Legislative Council's Sub-Committee, which has the final word on "Rules and Regulations" for the music contests. Our representatives will make a survey at the Fall and Spring Meetings to determine the desires of the members of Region X. These representatives will in turn be able to voice the opinions of the entire region in the T.M.E.A. Music Advisory Committee Meeting held on Wednesday afternoon between T.B.A. and T.O.D.A./T.C.D.A. State Conventions in San Antonio.

U.I.L. BAND DIVISION ACTIVITIES

SELECTION OF JUDGES FOR ALL U.I.L. BAND CONTESTS

At the Fall meeting, a committee shall be appointed by the Band Division Contest Chairman to compile lists of judges for each of the organizational contests. These lists for each contest shall be presented on a printed ballot with a minimum of twice the number of names needed for each contest and a maximum of names at the discretion of the committee. These ballots will be presented to the membership present at the Spring Meeting for any additions from the floor. After the addition of names from the floor, each person present may register positive or negative votes for each name considered for judging.

These ballots will be turned in to the Band Division Contest Chairman for tabulation and he/she shall adhere to the order of preference as selected by the assembly in his efforts to secure judges for all organization contests, so long as the order does not violate U.I.L. rules. Three judges will be used for the Band Marching and Concert Contests and three judges will be used for the Band Sight-reading Contests.

The Band Division Contest Chairman will be responsible to select the best available judges for the High School Band Solo-Ensemble Contests. Suggestions by the membership of qualified persons may be submitted to the Band Division Contest Chairman.

U.I.L. MARCHING CONTEST

At the Fall Meeting, the site for the Region X, U.I.L. Marching Contest will be selected by the vote of the band directors who plan to enter the contest. The site will be presented to the Region Executive Committee for their approval.

Those schools desiring to host the marching contest (also see U.I.L. Twirling Contest) must make a formal request, in writing signed by an authorized administrator of their school and present this request to the U.I.L. Executive Secretary-General Contest Chairman prior to the beginning of the Fall Meeting. Certain minimum physical standards are necessary to the site selected. These are:

- (1) Regulation-size football field, lined every five yards; clear and easily seen sideline markers; sideline inserts (hashes) and reasonable end zone and sideline clearance. The field should be well covered with grass or artificial turf and free of mud if possible.
- (2) Two large climate controlled rooms for warm-up, with chairs that can accommodate the largest marching band entered in the contest.
- (3) An area for contest office use.

Date of Marching Contest: The dates available without conflicts with other U.I.L. events that fall within the dates outlined by the State U.I.L. Calendar for this contest will be presented by the U.I.L. Executive Secretary-General Contests Chairman at the Spring Meeting for a vote of the band directors who plan to enter the contest. The date selected must be presented to the Region Executive Committee for final approval.

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Entry Procedure: U.I.L. Rules will be followed as outlined in the U.I.L. Constitution and Contest Rules and in the Region X, U.I.L. & T.M.E.A. Fall Mailout.

Eligibility: The local director is responsible to see that his/her students meet all eligibility requirements and classification requirements as set forth in the U.I.L. Constitution and Contest Rules.

Order of Classification: Classifications shall be scheduled to march in the following order and avoid conflicts so long as scheduling will permit:

Class C, CC, CCC, A, AA, AAA, AAAA, AAAAA

The Band Division Contest Chairman may move classifications to improve scheduling and avoid conflicts so long as members of a classification are kept together.

Order of Appearance within a Classification: The Band Division Contest Chairman, before two witnesses, shall draw names from a hat to determine the order in which bands shall appear within a classification. This schedule will be adhered to according to drawing except that the host school may select its position within its class. Exceptions can only be made by formal request and approval of the U.I.L. Executive Secretary-General Contest Chairman or if all bands of a particular class agree to a change. If such agreement is required, it is the responsibility of the band making the request to secure agreement from all bands of their class entered. In an emergency, the order of performance may be altered by the Band Division Contest Chairman, the U.I.L. Executive Secretary-General Contest Chairman, and/or the Region Executive Committee in such manner as necessary to allow the performance of all groups entered with a minimum of inconvenience to all concerned.

Host's Responsibility: It shall be the host director's responsibility to have a monitor in the warm-up room to see that each band gets their allotted warm-up time, and that no organization abuses this. The host director shall supply a runner to accompany each band from the time it arrives on the campus until it completes the contest. If the facility used is not located within a participating school district, a host school will be appointed.

U.I.L. TWIRLING CONTEST

At the Fall Meeting, the site for the Twirling Solo-Ensemble Contest will be selected in conjunction with the Region Marching Contest.

Certain minimum physical standards are necessary to the site selected. These are:

- (1) Adequate space for twirling inside.
- (2) An area for contest office use.

Date of Contest: The date of the contest will be the same as that selected for the Region X Marching Contest. In the event that the Region X Marching Contest is postponed to an alternate date, the twirling contest will remain on the original date.

Entry Procedure: U.I.L. Rules will be followed as outlined in the U.I.L. Constitution and Contest Rules and in the Region X, U.I.L. & T.M.E.A. Fall Mailout.

Eligibility: The local director is responsible to see that his/her students meet all eligibility requirements and classification requirements as set forth in the U.I.L. Constitution and Contest Rules.

Scheduling of Twirlers: The Band Division Contest Chairman shall endeavor to schedule twirlers so as not to inconvenience or conflict with the Region X, U.I.L. Marching Contest.

U.I.L. BAND SOLO AND ENSEMBLE CONTEST

At the Fall Meeting the site for the band solo and ensemble contest will be selected by the vote of band directors with current T.M.E.A. membership. The site will be presented to the Region Executive Committee for their approval.

Those schools desiring to host the band solo and ensemble contest must make a formal request, in writing signed by an authorized administrator of their school, and present this request to the U.I.L. Executive Secretary-General Contest Chairman prior to the beginning of the Fall Meeting. Certain minimum physical standards are necessary to the site selected. These are:

- (1) A minimum of rooms necessary to accommodate the performers and judges comfortably.
- (2) Pianos in good condition with the pitch up to A-440.
- (3) Larger performance areas for medium ensembles.
- (4) A large area well removed from the performing area for warm-up.
- (5) An area for contest office use.

SECTION II-B

Date of Solo and Ensemble Contest: The dates available without conflicts with other U.I.L. events and fall within the dates outlined by the State U.I.L. Calendar for this contest will be presented by the U.I.L. Executive Secretary-General Contest Chairman at the Spring Meeting for a vote of the band directors who plan to enter the contest. The date selected must be presented to the Region Executive Committee for final approval.

Entry Procedure: U.I.L. Rules will be followed as outlined in the U.I.L. Constitution and Contest Rules, the Prescribed Music List, and in the Region X, U.I.L., and T.M.E.A. Fall Mailout. It is requested that accompanists' be notated on the #6 U.I.L. Solo Entry Forms.

Eligibility: The local director is responsible to see that his/her students meet all eligibility requirements and classification requirements as set forth in the U.I.L. Constitution and Contest Rules and TEA.

Scheduling: Events will be scheduled by the Band Division Contest Chairman to provide the least possible amount delay for each school group participating, keeping in mind the problem of accompanists.

Host's Responsibility: It shall be the host director's responsibility to have monitors for the judges and for other contest-related activities. If the facility used is not located within a participating school district, a host school will be appointed.

U.I.L. BAND CONCERT AND SIGHT-READING CONTEST

At the Fall Meeting the site for the band concert and sight-reading contest will be selected by the vote of the band directors who plan to enter the contest. The site will be presented to the Region Executive Committee for their approval.

Those schools desiring to host the band concert and sight-reading contest must make a formal request, in writing signed by an authorized administrator of their school, and present this request to the U.I.L. Executive Secretary-General Contest Chairman prior to the beginning of the Fall Meeting. Certain minimum physical standards are necessary to the site selected. These are:

- (1) An auditorium with acceptable acoustics.
- (2) A warm-up room not too far removed from the auditorium.
- (3) A sight-reading room not too far removed from the auditorium.
- (4) Equipment to include chairs, stands for all three rooms. Tympani, bass drum, chimes, marimba or xylophone, and a tuned piano and other equipment for sight-reading if needed. All other equipment is to be furnished by the individual bands except if the host school makes other percussion equipment available for the Concert Stage.
- (5) An area for contest office use.

SECTION II-B

Date Of Concert and Sight-Reading Contest: The dates available without conflicts with other U.I.L. events that fall within the dates outlined by the State U.I.L. Calendar for this contest will be presented by the U.I.L. Executive Secretary-General Contest Chairman at the Spring Meeting for a vote of the directors who plan to enter the contest. The date selected must be presented to the Region Executive Committee for final approval.

Entry Procedure: U.I.L. Rules will be followed as outlined in the U.I.L. Constitution and Contest Rules and in the Region X, U.I.L. & T.M.E.A. Fall Mailout.

Eligibility: The local director is responsible to see that his/her students meet all eligibility requirements, as set forth in the U.I.L. Constitution and Contest Rules and TEA.

Order of Classification: The order of classification in each contest shall be from lower to higher so long as scheduling and load per day may be worked this way and allow for a reasonable schedule of bands to be heard each day. (Approximately 8-10 hours of actual judging per day.) In order to facilitate the process of the contest, the Band Division Contest Chairman may change the order of the classifications so long as members of a classification are kept together.

Order of Appearance within Classification: The Band Division Contest Chairman, before two witnesses, shall draw names to determine the order in which bands shall appear within a classification. This schedule will be adhered to according to drawing except that the host school may select its' position within its' class. Exceptions can be made by formal request and approval of the U.I.L. Executive Secretary-General Contest Chairman or if bands of a particular class agree to a change. If such agreement is required, it is the responsibility of the band making the request to secure agreement from bands of their class entered. In an emergency, the order of performance may be altered by the Band Division Contest Chairman, the Region Executive Secretary-General Contest Chairman, and/or the Region Executive Committee in such manner as necessary to allow the performance of all groups entered with a minimum of inconvenience to all concerned.

Host's Responsibility: It shall be the host director's responsibility to have a monitor in the warm-up room to see that each band gets their allotted warm-up time, and that no organization abuses this. The host directors shall supply a runner to accompany each band from the time it arrives on the campus until it completes the contest.

A stage crew should be available to help on the concert stage with chairs, stands, and equipment if necessary. Sight-Reading judges should have enough assistance to keep the music and the equipment readily available. Concert judges should be supplied with sufficient monitors and runners. If the facility used is not located within a participating school district, a host school will be appointed.

U.I.L. PIANO SOLO CONTEST

The U.I.L. Piano Solo Contest will be held in conjunction with all U.I.L. Solo and Ensemble Contests. All rules pertaining to this contest will be as outlined in the U.I.L. Constitution and Contest Rules and the Region X, U.I.L. & T.M.E.A. Fall Mailout.

U.I.L. VOCAL DIVISION ACTIVITIES

SELECTION OF JUDGES FOR U.I.L. VOCAL CONTESTS

The vocal division chairman is responsible for the selection and hiring of judges.

The sheets will be turned in to the Vocal Division Contest Chairman who will tabulate the results and adhere to the order of preference as selected by the assembly in his/her efforts to secure judges for the group contests, so long as the order does not violate U.I.L. rules.

The Vocal Division Contest Chairman will be responsible to select the best available judges for the vocal solo-ensemble events. Suggestions by the membership of qualified persons may be submitted to the Vocal Division Contest Chairman.

U.I.L. VOCAL SOLO AND ENSEMBLE CONTEST

At the Fall Meeting the site for the vocal solo and ensemble contest will be selected by the vote of the vocal directors who plan to enter the contest. The site will be presented to the Region Executive Committee for their approval.

Those schools desiring to host the vocal solo and ensemble contest must make a formal request, in writing signed by an authorized administrator of their school, and present this request to the U.I.L. Executive Secretary-General Contest Chairman prior to the beginning of the Fall Meeting. Certain minimum standards are necessary to the site selected. These are:

- (1) A minimum of rooms necessary to accommodate the performers and judges comfortably.
- (2) Pianos in good condition with the pitch up to A-440.
- (3) Larger performance areas for medium ensembles.
- (4) A large area well removed from the performing area for warm-up use.
- (5) An area for contest office use.

SECTION II-C

Date of Solo and Ensemble Contest: The dates available without conflicts with other U.I.L. events that fall within the dates outlined by the State U.I.L. Calendar for this contest will be presented by the U.I.L. Executive Secretary-General Contest Chairman at the Spring Meeting for a vote of the vocal directors who plan to attend this contest. If this date is impossible, the nearest weekend before or after this, which is acceptable to the Region Executive Committee and free of multiple U.I.L. conflicts shall be used.

Entry Procedure: U.I.L. Rules will be followed as outlined in the U.I.L. Constitution and Contest Rules and in the Region X, U.I.L. Fall Mailout. It is required that the accompanists be notated on the #6 U.I.L. Solo Entry Forms.

Eligibility: The local director is responsible to see that his/her students meet all eligibility requirements and classification requirements as set forth in the U.I.L. Constitution and Contest Rules and TEA.

Scheduling: Events will be scheduled by the Vocal Division Contest Chairman to provide the least possible amount of delay for each school group participating, keeping in mind the problem of accompanists.

Hosts Responsibility: It shall be the host director's responsibility to have monitors for the judges and for other contest-related activities. If the facility used is not located within a participating school district, a host school will be appointed.

U.I.L. VOCAL CONTEST AND SIGHT-READING CONTEST

At the Fall Meeting the site for the vocal concert and sight-reading contest will be selected by the vote of the vocal directors who plan to enter the contest. The site will be presented to the Region Executive Committee for their approval.

Those schools desiring to host the vocal concert and sight-reading contest must make a formal request in writing signed by an authorized administrator of their school, and present this request to the U.I.L. Executive Secretary-General Contest Chairman prior to the beginning of the Fall Meeting. Certain minimum physical standards are necessary to the site selected. These are:

- (1) An auditorium with acceptable acoustics.
- (2) A warm-up room not too far removed from the auditorium.
- (3) A sight-reading room not too far removed from the auditorium.
- (4) Equipment - pianos in good condition with the pitch up to A-440 in the warm-up room, concert room, and sight-reading room, adequate risers to accommodate the largest group entered, in the warm-up room, concert room, and sight-reading room, and conductor's stand in the warm-up room, concert room, and sight-reading room. All other equipment is to be furnished by the individual choirs unless the host school makes other equipment available.
- (5) An area for contest office use.

SECTION II-C

Date of Concert and Sight-Reading Contest: The dates available without conflicts with other U.I.L. events and fall within the dates outlined by the State U.I.L. Calendar for this contest will be presented by the U.I.L. Executive Secretary-General Contest Chairman at the Spring Meeting for a vote of the vocal directors who plan to enter the contest. The date selected must be presented to the Region Executive Committee for final approval.

Entry Procedure: U.I.L. Rules will be followed as outlined in the U.I.L. Constitution and Contest Rules and in the Region X, U.I.L. Fall Mailout.

Eligibility: The local director is responsible to see that his/her students meet all eligibility requirements and classification requirements as set forth in the U.I.L. Constitution and Contest Rules and TEA.

Order of Classification: The order of classification in each contest shall be from the lower to higher so long as scheduling and load per day may be worked this way and allow for a reasonable schedule of choirs to be heard each day. (Approximately 8-10 hours of actual judging per day.) In order to facilitate the process of the contest, the Vocal Division Contest Chairman may change the order of classifications so long as members of a Conference are kept together. Second groups will be scheduled within the same contest as the first groups; but as far away from the first groups of their classification as possible.

Order of Appearance within Classification: The Vocal Division Contest Chairman, before two witnesses, shall draw names to determine the order in which choirs shall appear within a classification. This schedule will be adhered to according to drawing except that the host school may select its' position in its' class. Exceptions can only be made if all choirs of a particular class agree to a change. If such is required, it is the responsibility of the choir making the request to secure agreement from choirs of their class. The order of performance may be altered by the Vocal Division Contest Chairman, the U.I.L. Executive Secretary-General Contest Chairman, and/or the Region Executive Committee in such manner as necessary to allow the performance of all groups entered with a minimum of inconvenience to all concerned.

Host's Responsibility: It shall be the host director's responsibility to have a monitor in the warm-up room to see to it that each choir gets their allotted warm-up time, and that no organization abuses this. The host director shall supply a runner to accompany each choir from the time it arrives on the campus and until it completes the contest. A stage crew should be available to help on the concert stage with the movement of pianos and risers and other equipment. Sight-Reading judges should have enough assistance to keep the music and equipment readily available. Concert judges should also be supplied with sufficient monitors and runners. If the facility used is not located within a participating school district, a host school will be appointed.

U.I.L. PIANO SOLO CONTEST

The U.I.L. Piano Solo Contest will be held in conjunction with all U.I.L. Solo and Ensemble Contests. All rules pertaining to this contest will be as outlined in the U.I.L. Constitution and Contest Rules and the Region X, U.I.L. Fall Mailout.

U.I.L. ORCHESTRA DIVISION ACTIVITIES

U.I.L. ORCHESTRA SOLO AND ENSEMBLE CONTEST

At the Fall Meeting the site for the orchestra solo and ensemble contest will be selected by the vote of the orchestra directors who plan to enter the contest. The site will be presented to the Region Executive Committee for their approval.

Those schools desiring to host the orchestra solo and ensemble contest must make a formal request, in writing signed by an authorized administrator of their school, and present this request to the U.I.L. Executive Secretary prior to the beginning of the Fall Meeting. Certain minimum physical standards are necessary to the site selected. These are:

- (1) A minimum of rooms necessary to accommodate the performers and judges comfortably.
- (2) Pianos in good condition with the pitch up to A-440.
- (3) Larger performance area for medium ensembles.
- (4) An area for contest office use.

Date of Solo and Ensemble Contest: The dates available without conflicts with other U.I.L. events that fall within the dates outlined by the State U.I.L. Calendar for this contest will be presented by the U.I.L. Executive Secretary-General Contest Chairman at the Spring Meeting for a vote of the orchestra directors who plan to enter the contest. The date selected must be presented to the Region Executive Committee for final approval.

Entry Procedure: U.I.L. Rules will be followed as outlined in the U.I.L. Constitution and Contest Rules and in the Region X, U.I.L. Fall Mailout. It is required that the accompanists be notated on the #6 U.I.L. Solo Entry Forms.

Eligibility: The local director is responsible to see that his/her students meet all eligibility requirements and classification requirements as set forth in the U.I.L. Constitution and Contest Rules and TEA.

Scheduling: Events will be scheduled by the Orchestra Division Contest Chairman to provide the least possible amount of delay for each school group participating, keeping in mind the problem of accompanists.

Host's Responsibility: It shall be the host director's responsibility to have monitors for the judges and for other contest-related activities. If the facility used is not located within a participating school district, a host school will be appointed.

U.I.L. ORCHESTRA CONCERT AND SIGHT-READING CONTEST

At the Fall Meeting the site for the orchestra concert and sight-reading contest will be selected by the vote of the orchestra directors who plan to enter the contest. The site will be presented to the Region Executive Committee for their approval.

Those schools desiring to host the orchestra concert and sight-reading contest must make a formal request, in writing signed by an authorized administrator of their school, and present this request to the U.I.L. Executive Secretary-General Contest Chairman prior to the beginning of the Fall Meeting. Certain minimum physical standards are necessary to the site selected. These are:

- (1) An auditorium with acceptable acoustics.
- (2) A warm-up room not too far removed from the auditorium.
- (3) A sight-reading room not too far removed from the auditorium.
- (4) Equipment--chairs, stands for all three rooms, Tympani, bass drum, chimes, marimba or xylophone, and a tuned piano and other equipment for sight-reading if needed. All other equipment is to be furnished by the individual orchestras unless the host school makes other percussion equipment available.
- (5) An area for contest office use.

Date of Concert and Sight-Reading Contest: The dates available without conflicts with other U.I.L. events that fall within the dates outlined by the State U.I.L. Calendar for this contest will be presented by the U.I.L. Executive Secretary-General Contest Chairman at the Spring Meeting for a vote of the orchestra directors who plan to enter the contest. The date selected must be presented to the Region Executive Committee for final approval.

Entry Procedure: U.I.L. Rules will be followed as outlined in the U.I.L. Constitution and Contest Rules and in the Region X, U.I.L. Fall Mailout.

Eligibility: The local director is responsible to see that his/her students meet all eligibility requirements and classification requirements as set forth in the U.I.L. Constitution and Contest Rules and TEA.

Order of Classification: The order of classification in each contest shall be from lower to higher so long as scheduling and load per day may be worked this way and allow for a reasonable schedule of orchestras to be heard each day. (Approximately 8-10 hours of actual judging per day.) In order to facilitate the process of the contest, the Orchestra Division Contest Chairman may change the order of classifications so long as members of a classification are kept together. Second groups will be scheduled within the same contest as the first groups; but, in as much as possible, as far away from the first groups of their classification as possible.

SECTION II-D

Order of Appearance within Classification: The Orchestra Division Contest Chairman, before two witnesses, shall draw names from a hat to determine the order in which orchestras shall appear within a classification. This schedule will be adhered to according to drawing except that the host school may select its' position in its' class. Exceptions can only be made if orchestras of a particular class agree to a change. If such is required, it is the responsibility of the orchestra making the request to secure agreement from the orchestras of their class entered. In an emergency, the order of performance may be altered by the Division Contest Chairman, the U.I.L. Executive Secretary-General Contest Chairman, and/or the Region Executive Committee in such manner as necessary to allow the performance of all groups entered with a minimum of inconvenience to all concerned.

Host's Responsibility: It shall be the host director's responsibility to have a monitor in the warm-up room to see to it that each orchestra gets their allotted warm-up time, and that no organization abuses this. The host director shall supply a runner to accompany each orchestra from the time it arrives on the campus and until it completes the contest. A stage crew should be available to help on the concert stage with chairs, stands, and equipment if necessary. Sight-Reading judges should have enough assistance to keep the music and equipment readily available. Concert judges should be supplied with sufficient monitors and runners. If the facility used is not located within a participating school district, a host school will be appointed.

U.I.L. PIANO SOLO CONTEST

The U.I.L. Piano Solo Contest will be held in conjunction with all U.I.L. Solo and Ensemble Contest. All rules pertaining to this contest will be as outlined in the U.I.L. Constitution and Contest Rules and the Region X, U.I.L. Fall Mailout.

REGION X MIDDLE SCHOOL BAND ACTIVITIES

MIDDLE SCHOOL BAND SOLO AND ENSEMBLE CONTEST

After the decision of U.I.L. to cancel the sponsoring of the 7th and 8th grade Band Solo and Ensemble Competition it became the desire of Region X to sponsor a Region X, Middle School Solo and Ensemble Contest. This contest will conform as much as possible, except through the Region X's formal changes, to the previous U.I.L. sponsored event with the same U.I.L. standards.

A Middle School Band Solo and Ensemble Contest Chairman will be chosen by a vote of the middle school band directors in the division meeting.

At the Fall Meeting the site for the middle school band solo and ensemble contest will be selected by the vote of the band directors who plan to enter the contest.

Those schools desiring to host the middle school band solo and ensemble contest must make a formal request, in writing signed by an authorized administrator of their school, and present this request to the Middle School Band Solo and Ensemble Contest Chairman prior to the Fall Meeting. Certain minimum physical standards are necessary to the site selected. These are:

- (1) A minimum of rooms necessary to accommodate the performers and judges comfortably.
- (2) Pianos in good condition with the pitch up to A-440.
- (3) Larger performance areas for medium ensembles.
- (4) A large area well removed from the performing area for warm-up.
- (5) An area for contest office use.

Date of Middle School Band Solo and Ensemble Contest: The dates available without conflict with other U.I.L. events will be presented by the Middle School Band Solo and Ensemble Contest Chairman at the Spring Meeting for a vote of the band directors who plan to enter the contest.

Memorization of Solos: Memorization of solos is not required.

Entry Procedure: U.I.L. Rules will be followed as outlined in the U.I.L. Constitution and Contest Rules and in the Region X, U.I.L. and T.M.E.A. Fall Mailout. Accompanists names will be notated on the #6 U.I.L. Solo Entry Forms.

Eligibility: The local director is responsible to see that his/her students meet all eligibility requirements and classification requirements as set forth in the U.I.L. Constitution and Contest Rules and TEA.

SECTION III-A

Scheduling: Events will be scheduled by the Middle School Band Solo and Ensemble Contest Chairman to provide the least possible amount of delay for each school group participating, keeping in mind the problem of accompanists.

Host Responsibility: It shall be the host director's responsibility to have monitors for the judges and for other contest-related activities. If the facility used is not located within a participating school district, a host school will be appointed.

MIDDLE SCHOOL TWIRLING SOLO AND ENSEMBLE CONTEST

At the Fall Meeting, the site for the Middle school twirling solo-ensemble contest will be selected by the vote of the band directors who plan to enter the contest. This site may be the same as that selected for the High School Twirling Solo and Ensemble Contest. In that case, the judges will act as the Middle School Twirling Solo and Ensemble judge for that portion of the day as needed for the Middle School events.

Those schools desiring to host the Middle school twirling solo-ensemble contest must make a formal request, in writing signed by an authorized administrator of their school, and present this request to the Middle School Band Solo and Ensemble Contest Chairman prior to the beginning of the Fall Meeting. Certain minimum physical standards are necessary to the site selected. These are:

- (1) Adequate space for twirling inside.
- (2) An area for contest office use.

Date of Contest: The dates available without conflicts with U.I.L. events will be presented by the Middle School Band Solo and Ensemble Contest Chairman at the Spring Meeting for a vote of the band directors who plan to enter the contest.

Entry Procedure: U.I.L. Rules will be followed as outlined in the U.I.L. Constitution and Contest Rules and in the Region X, U.I.L. & T.M.E.A. Fall Mailout.

Eligibility: The Local director is responsible to see that his/her students meet all eligibility requirements and classification requirements as set forth in the U.I.L. Constitution and Contest Rules and TEA.

Scheduling of Twirlers: The Contest Chairman shall endeavor to schedule twirlers so as not to inconvenience or conflict with any organizational activities that might already be scheduled.

MIDDLE SCHOOL PIANO SOLO CONTEST

The Middle School Piano Solo Contest will be held in conjunction with the Middle School Band Solo-ensemble contest. All rules pertaining to this contest will be as outlined in the U.I.L. Constitution and Contest Rules and the Region X, U.I.L. and T.M.E.A. Fall Mailout.

T.M.E.A. BAND DIVISION ACTIVITIES

T.M.E.A. ALL-REGION, AREA, ALL-STATE TRYOUTS AND BANDS

Official information regarding tryouts for the All-State Band is published in the SOUTHWESTERN MUSICIAN-T.M.E.A. magazine. In Region X, candidates for Area Tryouts are selected in conjunction with the All-Region Tryouts.

The All-Region Bands will be administered by the Region Band Division Chairman.

Tryout Date: The date for the Middle School All-Region Band Tryouts will be the first Saturday in December, and the date for the High School All-Region Band Tryouts will be the second Saturday in December, so long as there is no conflict with other U.I.L. or T.M.E.A. activities.

Entry Deadline: The official entry deadline will be 30 days prior to the contest itself, as followed in all U.I.L. Activities.

All-Region Band Rehearsals & Concert Date: The All-Region Bands will meet in January on a Friday and Saturday for rehearsals and a concert Saturday night. It will be the responsibility of the Region Band Division Chairman to hire clinicians and assess entry fees sufficient to cover the expenses for clinicians, patches, and other expenses.

Site of Tryouts and Region Bands: The location for the tryouts, and for the All-Region Bands activities will be decided at the Fall Meeting of the Band Division, Region X.

Those schools desiring to host the band All-Region Tryouts must make a formal request in writing signed by an authorized administrator of their school, and present this request to the T.M.E.A. Band Division Chairman prior to the Fall Meeting. Certain minimum physical standards are necessary so the site selected. These are:

- (1) A minimum of rooms necessary to accommodate the performers and judges comfortably.
- (2) Sufficient area(s) available for warm-up.
- (3) An area for contest office use.

Those schools desiring to host the band All-Region Rehearsals and Concert must make a formal request, in writing signed by an authorized administrator of their school, and present this request to the T.M.E.A. Band Division Chairman prior to the Fall Meeting. Certain minimum physical standards are necessary to the site selected. These are:

- (1) A minimum of for rehearsal areas available with chairs, stands, and essential percussion equipment.
- (2) Facilities sufficient to accommodate a concert featuring four performing groups.

SECTION III-B

Judges: Band-Directors from Region X, serving on panels, will perform the judging. Judges will not see nor talk with the contestants. Any communication must be through a monitor. Contestants **will** be identified by either number, letter, or combination of both. These will be assigned at random by the Band Division Chairman prior to the beginning of the tryouts. Every school sending students must send directors who will be available to judge to administer the tryouts.

Tryout Material: The same tryout material shall be used in each tryout for all students on like instruments. This means that if all material originally assigned to be prepared is heard, the material which is heard shall not vary from one student to the next.

High School: T.M.E.A. Area All-State material will be used.

Middle School: The Region Band Division Chairman shall be responsible to select the material for the Middle School All-Region tryouts. He/She may do the selection or delegate the various sections out to other directors or committees of directors.

Tryout Procedure: All tryouts will be conducted, as much as possible, in line with Area/State tryouts. Five person panels will be used, the high and the low score will be discarded and the remaining three scores will be averaged. Monitors will be Band Directors, not students, whenever possible. Where larger numbers of students are to be listened to, (flute, Bb clarinet, cornet/trumpet, etc.) the same panel of five judges will act as both screening (called Phase I) and the final "X" panel (called Phase II). Upon completion of all students playing for Phase I, a list will be posted to inform students of those who are to continue on to the Phase II panel.

All-Region Bands: There will be a 1st and 2nd Middle School All-Region Band and a 1st and 2nd High School All-Region Band in Region X.

Middle School All-Region Bands Instrumentation:

1	Piccolo	2	Tenor Saxophones
14	Flutes	2	Baritone Saxophones
1	Eb Clarinet	12	Cornet/Trumpets
15	Bb Clarinets	6	French Horns
2	Alto Clarinets	9	Trombones
4	Bass Clarinets	4	Baritones
2	Contra-Clarinets	5	Tubas
2	Oboes	7	Percussionists
2	Bassoons		
4	Alto Saxophones		

High School All-Region Band Instrumentation:

Instrumentation for Band I will be:

1	Piccolo	2	Tenor Saxophones
7	Flutes	1	Baritone Saxophone
1	Eb Clarinet	9	Cornet/Trumpets
14	Bb Clarinets	8	French Horns
2	Alto Clarinets	6	Tenor Trombones
2	Bass Clarinets	2	Bass Trombones
1	Contra-Clarinet	2	Baritones
2	Oboes	4	Tubas
2	Bassoons	6	Percussionists
4	Alto Saxophones		

Instrumentation for Band II will be:

1	Piccolo	2	Tenor Saxophones
12	Flutes	2	Baritone Saxophones
1	Eb Clarinet	12	Cornet/Trumpets
24	Bb Clarinets	8	French Horns
2	Alto Clarinets	6	Tenor Trombones
4	Bass Clarinets	3	Bass Trombones
2	Contra-Clarinet	4	Baritones
2	Oboes	6	Tubas
4	Bassoons	7	Percussionists
4	Alto Saxophones		

NOTE: Alternates will be selected by the judges panel and only certified alternates will be used to fill vacancies.

In all cases, current information printed in the SOUTHWESTERN MUSICIAN/TEXAS MUSIC EDUCATORS ASSOCIATION MAGAZINE shall take precedence over information herein stated in regard to Area and State procedures. It is extremely important that directors keep themselves informed through this source. The Region Band Division Chairman has authority to make changes on the Region level to coincide with Area and State procedures.

Doubling: Students may tryout on two instruments provided entry fees are paid for both instruments.

Tabulation Forms: Region X will use state-adopted forms as used at Area tryouts.

Judging Panels: The Region Band Division Chairman will be responsible for appointing the judges panels. Panels shall be appointed on their abilities on the instruments they are to judge without regard to whether they will or will not have students entering in that category of instruments.

SECTION III-B

No Other Activities: All-Region Tryouts are not to be held in conjunction with any other clinic or demonstration. No one other than the contestants, judges, and monitors, are to be in the audition room while the judging is being done.

T.M.E.A. HONOR BAND SELECTIONS

Region X will select Honor Band nominees as prescribed by the State T.M.E.A. Band Division Chairman. All rules and procedures adopted by T.M.E.A. will be followed. The Region X Band Division Chairman will administer the Honor Band selection procedure as outlined in the SOUTHWESTERN MUSICIAN/T.M.E.A. MAGAZINE.

All information for submitting entries will be made available to all directors in the Region X Band Division Spring Meeting.

T.M.E.A. All-Region and ALL-State Jazz Band Tryouts and Bands

Official information regarding tryouts for the All-State Jazz Band can be found in the Southwestern Musician-T.M.E.A. magazine and the All-State Jazz Audition Packet.

The All-Region Jazz Band(s) will be administered by the Region Jazz Chairman.

Tryout date: The date for tryouts will be the last Saturday in September or the first Saturday in October. The exact date will be determined by the state deadline.

Applications for entries: Application forms are found in the T.M.E.A. All State Jazz Ensemble Audition Etudes (packet of music). These forms are to be **typed**. There is a choice on the form for **Region only** or **Region & All State**. If you do not have your TMEA card by the entry deadline, then bring a copy with **you** to the tryouts. or mail it to the Region Jazz Chairman prior to the tryouts.

Entry Deadline: Set by the state.

Band Rehearsals & Concert Date: To be scheduled at the fall region meeting.

Site of Tryouts and Rehearsals/Concert: To be determined at the fall region meetings

Judges: Band Directors from Region X and any musicians who the Region Jazz Chairman deems qualified to judge the auditions.

Tryout material: Music may be found in the T.M.E.A. ALL-State Jazz Band audition Packet. This is published yearly.

SECTION III-B

Tryout procedure: All tryouts will be conducted according to T.M.E.A. guidelines.

- Five person panels will be used. The high and low score will be discarded and the remaining three scores will be averaged.

-Every student will be in the tryout room.

-Trumpet & Tenor trombone: At the region level, the students must perform the music from the beginning to the asterisk. At the state level, all the music is required.

- Everyone will perform the three etudes for their instrument and will improvise.

Region: The students will either improvise or play the suggested solo to Improv Etude #1, 2 or 3. The State Jazz Chairman suggest which etude is to be used and this remains confidential until the time of the tryouts.

State: The student may not play the suggested solo and any of the five Improv eludes may be used. This etude is also suggested by the State Jazz Chairman and remains confidential until the time of the tryout.

Instrumentation: As listed in the All-State Jazz packet with the exception of Trombone. The All-State Jazz Band uses three tenor and 2 bass trombones. Region X uses 4 tenor trombones and 1 bass trombone. Region X instrumentation will be as follows.

2 alto sax	piano
2 tenor sax	guitar
1 baritone sax	bass guitar
5 trumpets	percussion
4 tenor trombones	
1 bass trombone	

When possible, depending on the number of entries, Region X will have two All region Jazz. Bands. The instrumentation will be the same for both bands.

Doubling: Students may tryout on two instruments, provided entry fees are paid for both instruments.

Tabulation forms: Region X will use state-adopted forms as specified by TMEA.

T.M.E.A. VOCAL DIVISION ACTIVITIES

I PURPOSE

This handbook is intended to serve as a supplement to the T.M.E.A. Constitution. In the event of a confliction on interpretation, the T.M.E.A. Constitution shall take precedence. This handbook is compiled as an orientation aid for new music educators moving into Region X and as a source of reference for all music educators concerning rules and regulations of a local nature regarding music activities in Region X.

II MEMBERSHIP

Membership shall include all Active T.M.E.A. members that are teaching vocal music in Region X.

III OFFICERS AND DUTIES

Region Chairman: To serve as chairman of the entire region, and a member of the State Board of Directors of T.M.E.A. To serve as chairman of his/her specific division, and treasurer of his/her division. The term of office for Region Chairman shall be two years beginning at the conclusion of the Fall Meeting in the year of his/her election and continuing until the conclusion of the Spring Meeting two years later. A chairman shall not serve two consecutive terms of office.

IV NOMINATION AND ELECTION OF REGION VOCAL CHAIRMAN

Nominations for Region Chairman shall be made from the floor. Voting shall be by secret ballot. The current chairman shall appoint two members of the Region to count the ballots in the presence of the membership with the results to be reported at the end of the meeting.

V MEETINGS

There shall be four meetings scheduled for Region X throughout the year. The Fall Meeting, the T.M.E.A. Convention Meeting, the Spring Meeting, and the T.C.D.A. Meeting. Other meetings may be called by the Region Vocal Division Chairman as the need arises. A quorum of 30% active members must be present for the general meetings, in which voting takes place. The Region Vocal Division Chairman shall prepare a written report on the business to be brought up at the next general meeting, and the Chairman shall send each member of the Region a copy. Any member who cannot be present for the meeting may mail in their vote to the Region Vocal Division Chairman. The vote must be in the hands of the Region Vocal Division Chairman at the time of the meeting.

SECTION III-C

T.C.D.A. Meeting: The first T.M.E.A. Region X meeting of the school year shall be held at the annual T.C.D.A. Meeting, the time and site specified by the Region Vocal Division Chairman. The agenda shall be as follows:

- (1) Report by the Region Chairman to the members concerning business of the State Board Meeting.
- (2) Selection of audition music for All-Region Choir by Vocal directors (grades 9-12) present.
- (3) Any additional business not specifically relegated to another meeting.

Fall Meeting Agenda:

- (1) Selection of audition, rehearsal, and performance times and sites for All-Region Choir Activities.
- (2) Appointment of Music Selection Committee by the Region Vocal Division Chairman.

T.M.E.A. Meeting Agenda:

- (1) The agenda for this meeting shall be prepared by the Region Vocal Division Chairman on the basis of pressing business.

Spring Meeting Agenda:

- (1) Selection of audition, rehearsal, and performance dates for All-Region Choir.
- (2) Clinician recommendations are presented and voted upon in order of preference by the vocal directors (grade 9-12). The chairman shall use these recommendations to obtain the clinician. If recommended clinicians are not available., then the Region Vocal Division Chairman will contact the Region members so that other clinicians can be considered.
- (3) Financial report by the Region Vocal Division Chairman.
- (4) Any additional business not specifically relegated to another meeting.

VI VOTING

Only vocal directors of grades 9-12 shall vote on matters pertaining to T.M.E.A. All-State Choir Activities. Any other T.M.E.A. vocal business may be voted upon by the entire membership. Vocal secondary teachers not members of T.M.E.A. may vote for T.M.E.A. business at the T.C.D.A. and Fall Meetings **ONLY** on the condition they agree to become members before the first T.M.E.A. contest entry deadline.

VII REGION TRYOUT PROCEDURES

Responsibilities of Region Directors:

- (1) Provide contest director with the names of auditioning students and the parts for which they will be auditioning.
- (2) Provide contest director with proof of current membership in T.M.E.A.
- (3) Provide contest director with any other information requested in the Fall Meeting.
- (4) Have entries postmarked by the deadline announced by the contest director.
- (5) Attach audition fees to entry.

Duties of Host Director:

- (1) Supply eight audition rooms for singers.
- (2) Supply a room to serve as an office for Region Vocal Division Chairman.
- (3) Supply a room with piano for auditioning the students for Region accompanist.
- (4) Supply student monitors.
- (5) Provide screens to prohibit students and judges from seeing each other.

Duty of Music Selection Committee:

- (1) Determine the portions of music to be auditioned prior to audition date.

Duties of Region Chairman:

- (1) Supply eight auditioning tapes.
- (2) Supply eight tape recorders.
- (3) Supply criticism sheets for judges.
- (4) Supply lists of singers trying out.
- (5) Schedule singers:
 - (a) Let students draw a number.
 - (b) Schedule each section separately.
 - (c) Use a number system so that students are identified to judges by number only.
- (6) Discourage any judge from revealing the identity or school of a particular student during the audition.
- (7) Notify directors in advance of the date and place of availability of the tapes. If tape accompaniment is to be used, directors shall have tapes available no later than two weeks before the audition. Cost of the individual tapes will be the responsibility of each director.
- (8) The Vocal Division Chairman will instruct judges as to the portions of music to be heard in audition and method of tabulation of audition scores.
- (9) Tell the students the selections that will be heard in the audition.
- (10) Set a schedule for breaks during the auditions.

Procedures for Judges for Region Tryouts:

- (1) Limit conversation with students trying out to instructions concerning the tryout music.
- (2) Hear each student on the sections of the works as selected by the judges of each selection.
- (3) Start each student in the same manner.
- (4) Rank each student as specified by suggested judges criterion certifying the top twelve for Mixed Choir and the next twelve for Girl's Choir.
- (5) Call back students for a second hearing as needed.
- (6) Region high school choir directors (grades 9-12) will draw first for judging voice parts.
- (7) If other people are used as judges, there shall be at least one high school director judging each part. The Region Vocal Division Chairman shall use the following order for filling judging positions:
 - (a) High School Directors (present & past),
 - (b) Middle Vocal Directors,
 - (c) Church Choir Directors,
 - (d) Student teachers.
- (8) Excepting the Region Vocal Division Chairman, there shall be no one in the audition room other than the judges, auditioning students, and when necessary a conductor and/or accompanist.
- (9) Judges in each section will be responsible for ranking the students by number and then taking the results to the office of the Region Vocal Division Chairman.

SECTION III-C

- (10) No smoking is to be allowed in the audition rooms.

General Rules for Students At Tryout:

- (1) Be on time for your tryout.
- (2) Do not inform the judges of your name or school.
- (3) Come prepared to go to a call back after all in your section have auditioned.
- (4) Make arrangements to register if selected for All-Region Choir.
 - (a) Do not leave until the completion of all tryouts unless absolutely necessary.
 - (b) If you must leave early, give the registration information to your director so he/she can register for you if you are selected.
 - (c) Pay Region Choir fees at this time.

VIII FIRST AREA TRYOUT PROCEDURES

Duties of Host Director: Same as the duties listed in Section VII.

Duties of Region Vocal Division Chairman: Same as the duties listed in Section VII.

Procedures for Judges for Area Tryouts:

- (1) Same as the duties listed in Section VII, except judges will change judging positions in the following manner:

<u>Morning</u>	<u>Afternoon</u>
Soprano I	Tenor I
Soprano II	Tenor II
Alto I	Bass I
Alto II Bass II	
Tenor I	Soprano I
Tenor II	Soprano II
Bass I	Alto I
Bass II Alto II	

- (2) Judges will certify the top eight as Area Candidates at the end of the auditions.

IX ALL-REGION CHOIR

Choir Member Rules and Regulations:

- (1) Must be present for four of the five rehearsals.
- (2) Must be on time and stay for the full rehearsal.
- (3) Bring all music and a pencil to rehearsals.
- (4) Use good rehearsal discipline.
- (5) Any discipline will be handled by the Region Vocal Division Chairman and the director whose student is involved.
- (6) Students are not excused from rehearsals. In the event of an absence, the director and the Chairman will meet to discuss the incident and decide if the reason for the absence justifies allowing the student to continue.
- (7) No drinking or possession of alcoholic beverages.
- (8) No smoking during All-Region Choir Activities.

Duties of Region Vocal Division Chairman:

- (1) Contact and correspond with the selected choir clinician.
- (2) Secure a location for the All-Region Concert.
- (3) Order all Region Choir emblems for students and accompanists.
- (4) Make rehearsal arrangements for the All-Region Choir.
- (5) Determine, with the assistance of the directors, the repertoire for the All-Region Choir.
- (6) Appoint a publicity chairman.
- (7) Secure qualified instrumental accompanists to play the All-Region Choir Concert.
- (8) Determine soloists for major works portion of the concert: Rehearse and plan concert.
- (9) Appoint nightly section leaders of the All-Region Choir.
- (10) Secure instrumental soloist for certain All-Region Selections. Rehearse with the soloist prior to working with the clinician.
- (11) Have tickets for the concert printed and supply ushers for the concert.
- (12) Make all travel arrangements for the guest clinician.
- (13) Make all financial arrangements with the guest clinician.
- (14) Correspond with directors and members of the All-Region Choir.
- (15) Determine schedule for rehearsals, meals, free time, etc.
- (16) Take care of all banking and bookkeeping, including collection of clinic fees.
- (17) Secure office supplies, postage, etc., for all correspondence.
- (18) Prepare all necessary information for directors and students.
- (19) Register students and provide information to students selected for All-Region Choir at the first audition.
- (20) Make suggestions as to choir members' dress, discipline, and plans for student activity after rehearsals.

Duties of publicity Chairman:

- (1) Send Publicity, in advance upon selection of the clinician, to news, media.
- (2) supply publicity to all news media prior to clinic/concert.
- (3) Have posters advertising concert printed, if needed

Duties of Rehearsal and Contest Hosts:

- (1) Provide physical materials for rehearsal of All-Region Choir, risers, chairs, podium, pianos, etc.

Responsibilities of the Directors who Have Students in All-Region Choir:

- (1) Directors are responsible for their students' conduct.
- (2) If it is necessary to leave the premises for a short, period of time:
 - (a) Notify Region Vocal Division Chairman
 - (b) Ask another director to supervise your students during your absence.
- (3) Directors will be appointed by the Region Vocal Division Chairman to serve as section leaders.
- (4) Choral directors should be present for all rehearsals.

Duties of Section Leaders:

- (1) Assist in the rehearsals if needed.
- (2) Check roll for their section.
- (3) Assist with discipline.

X AREA AUDITIONS

Duties of the Region Vocal Division Chairman:

- (1) Use three judges on a part according to previous specified rules and regulations as stated in Section VII.

Duties of Host:

- (1) Provide all facilities and equipment needed for the audition.

Duties of the Vocal Directors (Grades 9-12):

- (1) Serve as judges.
- (2) Rank students at the end of the auditions as stated in Section VII.
- (3) Select top four candidates as Area candidates, with the next two being named as alternates.

XI DECISIONS OF JUDGES

The decisions of judges in all T.M.E.A. contests are final. Protests based upon the decisions of a judge will **NOT** be considered.

XII SPECIAL SITUATIONS

Situations not covered by the rules will be dealt with by the joint effort of the Region Vocal Division Chairman and the Region Directors. Disputes will be handled by the Region Vocal Division Chairman and Region Directors. A meeting of all directors will be called, if the need arises.

T.M.E.A. ORCHESTRA DIVISION ACTIVITIES

REGION X - T.M.E.A. ORCHESTRA DIVISION ACTIVITIES

All directors who wish to participate in the T.M.E.A. Orchestra Division Activities of Region X must be current members of T.M.E.A. Students of directors who are not members of T.M.E.A. will not be permitted to participate in Region and Allstate Orchestra Activities of Region X - T.M.E.A.

In all cases, current information printed in the SOUTHWESTERN MUSICIAN/T.M.E.A. MAGAZINE shall take precedence over information herein stated in regard to Region and State procedures. It is extremely important that directors keep themselves informed through this source. The Region Orchestra Division Chairman is given the authority to make changes on the Region level to coincide with Area and State procedures.

ALL-REGION ORCHESTRA

The tryouts, rehearsal and concert of the Region X All-Region Orchestra will be administered by the Region Orchestra Division Chairman.

Tryouts: Students from any school whose director is a current member of T.M.E.A. may participate in Region Orchestra Tryouts.

Tryout Date: The date for the region orchestra tryouts will be the first Saturday in November so long as this date does not conflict with other U.I.L. or T.M.E.A. activities. If there is a conflict, the nearest days to this date will be used. **Wind and percussion tryouts: Refer to band division All-Region tryouts.**

Entry Fees: It shall be the responsibility of the Region Orchestra Division Chairman to assess entry fees sufficient to cover the expenses for Region Orchestra Activities.

Entry Procedure: It shall be the responsibility of the Region Orchestra Division Chairman to notify the schools of Region X of the entry deadline and the procedure for making entries for Region Orchestra Tryouts.

Region Orchestra & Clinician: The All-Region Orchestra rehearsals and concert will be held the second Friday and Saturday of December as long as this date does not conflict with other U.I.L. or T.M.E.A. activities. If there is a conflict, the nearest weekend before or after that is free of conflicts will be used. It will be the responsibility of the Region Orchestra Division Chairman to hire the clinician and to obtain the patches for the Region Orchestra.

Tryout Material: The tryout materials for the strings will be selected by the Region Orchestra Division Chairman. The materials for the winds and percussion will be the materials used for Area Band Tryouts.

Concert Literature: The music which will be used for the All-Region Orchestra concert will be selected by the orchestra division directors at the Fall Meeting of Region X. A list will be prepared and sent to the clinician to which he/she may add or delete.

ALL-STATE T.M.E.A. ORCHESTRA TRYOUTS

Official information regarding tryouts for the T.M.E.A. Youth Orchestra and the All-State Symphony Orchestra is published in the **SOUTHWESTERN MUSICIAN/T.M.E.A. MAGAZINE**. Directors should stay current on information published in this magazine.

The tryouts in Region X for the All-State Orchestra will be administered by the Region Orchestra Division Chairman.

Tryouts: Students from any school whose director is a current member of T.M.E.A. may participate in All-State Orchestra tryouts. Directors must apply to the State Orchestra Division Chairman for taping applications.

Deadline & Entry Fees: It is the responsibility of the Region Orchestra Division Chairman to notify all schools of Region X when the deadline date for All-State Orchestra Tryouts is and the amount of fees that will be required to make the entry. All entries must be accompanied by a current T.M.E.A. number.

Site for Tryouts: The location for All-State Orchestra Tryouts in Region X will be decided by the directors at the Fall Meeting of Region X.

Tryout Materials: The tryout materials for All-State Orchestra will be as published in the **SOUTHWESTERN MUSICIAN/T.M.E.A. MAGAZINE**.

Judges: Orchestra and band directors of Region X will serve on panels for All-State Orchestra tryouts of Region X. Judges will be behind a screen and will not communicate with contestants except through a monitor. Contestants will be identified by a number which will be drawn prior to the beginning of the tryouts.

T.M.E.A. HONOR ORCHESTRA

Orchestras identified with school curriculum or district may qualify for honor orchestra with the school orchestras having first preference. The tape must be of a public performance which is made between the beginning of the school year and November 1, using students who are currently enrolled in the Orchestra.

The tape must be labeled with a tag giving the orchestra's name, director's name, class of school, concert literature (including one string selection), and playback information: such as stereo, monaural, etc. Editing of any tape from the public performance will automatically disqualify that orchestra.

The tape will be sent along with the All-State Orchestra tryout tapes to the State Orchestra Division Chairman. Notification will be sent to the schools submitting tapes by the State Orchestra Division Chairman.

T.M.E.A. ELEMENTARY DIVISION ACTIVITIES

Meetings: There shall be three meetings scheduled for the Elementary Division of Region X to be held at the same time as the regular region meetings of the other divisions of Region X Music Educators. These are: the Fall Meeting, the Clinic Convention Meeting, and the Spring Meeting.

In addition, it has been found desirable to hold an annual Workshop for all Elementary Music Educators of Region X.

Objectives: The objective of the Region X Elementary Division shall be to strengthen the position of the music program in the elementary schools of our Region, and to improve the young child's understanding, appreciation, and beginning performance ability in the area of music.

T.M.E.A. Participation of Elementary Music Teachers: It is sincerely urged that all elementary music teachers in Region X begin participation in the Elementary Division activities of Region X of the Texas Music Educators Association. It is further urged that they make known to their school administrators the benefits that are available through their participation in Region and State activities of the T.M.E.A.; and that they work with their administrators to be permitted to attend the Workshops of Region X and to be allowed to attend the Clinic-Convention of T.M.E.A. held each year in February.

Request for Services: Elementary School Music Educators are invited to make requests for services and assistance from the Region X Elementary Division Chairman and Committee from the State T.M.E.A. Elementary Division Officers, and from the State T.M.E.A. offices.

The Region Workshop: It shall be the responsibility of the Region Elementary Division Chairman to organize the Region Workshop for the elementary music teachers of Region X.

Site: The site for this workshop, when practical shall be on the Lamar University Campus. If this is not available, a room at another location having the same minimum facilities needed will be utilized. The location of the workshop will be officially announced by letter.

Date: The Region Workshop shall be held at a date acceptable to the majority of the elementary music teachers who are TMEA members The date will be officially announced by letter.

Facilities: Minimum facilities in addition to a room of sufficient size include a piano, a chalk board, a record player, and a basic supply of rhythm instruments.

Fees: There shall be a three dollar (\$3.00) registration fee charged for the Fall Workshop to help defray the costs of mailing and duplication of materials needed for the workshop.

Clinicians: Clinicians for the Fall Workshop shall be paid for from monies allotted to the division from the State T.M.E.A. offices. Clinicians shall be determined by the Region Elementary Division Chairman.