

2004 - 2005 District Festival Calendar

Monday	September 20, 2004 5:15 PM	District Meeting A.D. Lawton School Essex Junction
Thursday	October 28, 2004	District Meeting <i>Choral Selection Only</i>
Friday	October 29, 2004	Audition Forms due to Audition Host String forms due to Manager
Saturday	November 6, 2004 9:00 AM	Instrumental Auditions Hunt Middle School Burlington
Friday	December 3, 2004	All registration fees and list of students due to Gary Moreau
Friday	December 3, 2004	All Program Information to Gary Moreau (to include conductors' bio and program order)
Friday/Saturday	January 28 and 29, 2005 Winooski High School	DISTRICT FESTIVAL REHEARSALS & CONCERT
Friday	January 29, 2005 1:15 p.m.	District Meeting (during festival)
Friday/Saturday	March 4 and 5, 2005 Winooski High School	FESTIVAL SNOW DATES
???	Spring, 2004 TBA	Post-Festival Meeting <i>PLANNING NEXT YEAR</i>

2004/2005 District Festival Facts

Band	TBD, Conductor Kim Thompson, Manager
String Ensemble	TBD, Conductor Asiat Ali, Manager
Chorus	Jo Ellen Miano, Conductor Allyson Ledoux, Manager
Hosts	Jessica Nickel Cathy Mander-Adams Winooski High School
Accompanist	Shirley Smith
Programs	Gary Moreau, Coordinator
Tickets	Gary Moreau, Coordinator
2004/2005 Registration Fee	\$6 per student participant Non-refundable
2004/2005 Ticket Prices	\$5 Adult, \$3 Student

**Champlain Valley Junior High School District III
Festival Handbook**

Preface

This handbook contains information about the Junior High School District Music Festival. Application and registration forms, audition materials and information, student preparation guidelines, teacher duties at the Festival and coordinators job descriptions are found in this handbook.

PLEASE READ THIS HANDBOOK THOROUGHLY

If you have any questions, please contact any of the officers as listed below:

District Officers

Festival Director

Gary Moreau

Residence: 255 Kirby Road 863-4236
South Burlington, VT 05403

School: A.D. Lawton School 872-3363
104 Maple Street
Essex Jct., VT 05452

Secretary

Tim Korman

Residence:

School: Hunt Middle School
North Avenue
Burlington, VT 05401

Treasurer

Gary Moreau

Librarian

Kim Hyland-Thompson

Residence: 65 Westall Drive 434-5270
Richmond, VT 05477

School: Williston Central School 879-5838
Williston Road
Williston, VT 05495

District Responsibilities

FESTIVAL HOST

- 1) The Festival Host volunteers his/her time and school for the festival.
- 2) The Festival Host's responsibilities are:
 - a) Secure three appropriate rehearsals areas for the performing groups.
 - b) Provide or arrange for the use of any equipment needed by the performing groups with the assistance of the Ensemble Managers.
 - c) Provide an appropriate concert facility with adequate staging, lighting and audience seating.
 - d) Provide drinks and light snacks during the Festival for participating teachers and conductors.

- e) Make arrangements for meals, including a lunch area and the sale of milk, juice or soda.
- f) To coordinate the establishment of the schedule for the Festival.
- g) To make an announcement on expectations to students.
- h) To coordinate the sign-up for teacher duties.

ENSEMBLE MANAGER

- 1) Secure a conductor for the festival group.
- 2) Make all necessary housing and meal arrangements for the conductor with the assistance of the Host and District Coordinator.
- 3) Communicate with the conductor , dealing with:
 - a) Their professional information to be printed in the program.
 - b) The selection of an appropriate program (Chorus should select either SSA or SAB).
 - c) Any required equipment for rehearsal or performance.
 - d) Seating arrangement.
- 4) Order required music for the group **through the District Librarian. *Two or more selections should come from the District library.***
- 5) Distribute the music to the participants in a timely manner. ***All music should be delivered no later than November 12, 2004.***
- 6) Provide the Hosts with a seating chart and list of required equipment ***in a timely manner.***
- 7) Submit a list of expenses and matching receipts to the Treasurer for reimbursement after the Festival.
- 8) Select and maintain a committee of teachers to assist in the operation of the group.
- 9) Be responsible for the operation of the group during the festival, including check-in, sectionals, rehearsal supervision, set-up and take-down.
- 10) Provide the Program Coordinator with a complete list of participating students **by the deadline stated.**

AUDITION HOST

- 1) The Audition Host volunteers his/her time and school for the festival.
- 2) The Audition Host's responsibilities are:
 - a) Secure the appropriate areas needed for the auditions and workshops.
 - b) Provide or arrange for the use of any equipment needed for the auditions or workshops and prepare each audition room.
 - c) Collect audition forms from participating schools and prepare an audition schedule.
 - d) Secure adjudicators for the workshops and auditions.
 - e) Supply copies of the audition forms to be used by the adjudicators.
 - f) Secure the use of sight-reading material for the auditions.
 - g) Provide the adjudicators and teachers involved with light refreshments.
- 3) The Audition Host will assist the managers in the selection of the performing groups to take place immediately following the auditions.
- 4) The Audition Host will be responsible for maintaining the audition records until the Festival.
- 5) The Audition Host will be responsible for getting all necessary information to the certificate maker in a

timely manner.

FESTIVAL DIRECTOR

- 1) Revise the Festival Handbook annually.
- 2) Establish a schedule for all district events.
- 3) Attend all district meetings and Festival events.
- 4) Coordinate the activities of all district events through the Managers, Officers and Hosts.
- 5) Welcome audience to the Festival and discuss parental expectations with them.
- 6) Enforce the deadlines established in this handbook with direct contact with appropriate teachers.

DISTRICT TREASURER

- 1) Be responsible for collecting all Festival registration fees (established in meetings each year) from all participating school by the date specified on the calendar.
- 2) Be responsible, with the Ticket Coordinator, for the selling of tickets for the concerts, both before and during the Festival and the collection of the funds generated by that sale.
- 3) Attend all district events.
- 4) Be responsible for paying all Festival expenses, including conductor's honorarium and expenses, Manager's expenses and Officers' expenses as well as any direct Festival costs.
- 5) Maintain the financial information related to all Festival business and present a report at each meeting.

DISTRICT SECRETARY

- 1) Take the minutes of all meetings and distribute to district teachers in a timely manner.
- 2) Send reminders of all meetings and due dates to district teachers.
- 3) Update district mailing list annually and mail a copy to each district teacher.
- 4) Assist the Festival Director in the annual handbook update.

PROGRAM COORDINATOR

- 1) Collect the program information as needed from the Managers and Festival Coordinator
- 2) Arrange for the layout and printing of the Festival Program.
- 3) Present the Festival Program to the Hosts prior to the Festival.
- 4) Assist the Host in the distribution of the Festival Program at the Festival.

TICKET COORDINATOR

- 1) Collect the ticket information as needed from the Festival Director.

- 2) Arrange for the layout and printing of the Festival Ticket.
- 3) Present the Festival Ticket to the Festival Director prior to the Festival.
- 4) Arrange for the sale of the Festival Ticket in cooperation with the Treasurer and Festival Director.

ACCOMPANIST

- 1) Secure copies of the chorus program from the Chorus Manager.
- 2) Prepare the program to a performance level.
- 3) Be available during all rehearsals to accompany the conductor.
- 4) Participate in the Festival Concert.

DISTRICT MUSIC DIRECTORS

- 1) **ATTENDANCE AT ALL DISTRICT MEETINGS IS MANDATORY.**
Contact the Festival Director if you are unable to attend a meeting.
- 2) Preparation of music by the students in the Festival is the responsibility of the school music director.
- 3) The Music Director must insure that payment of the registration fee is made for all participating students. These funds can come from the school itself or by collection from each participating student. ***Fees along with a list of student participating is due to the Treasurer by the deadline as printed on the current calendar. (A Late Registration Fee of \$50.00 will be charged to any school after the deadline.)***
- 4) Send all registration forms to the Treasurer by the date on the calendar.
- 5) ***Teachers will be assigned to monitor rehearsal areas during the Festival by the Managers. Directors are expected to be at the site at all times.***
- 6) Teachers will send a **typed** list of participating students who have accepted their responsibilities to the Managers. *Be Neat.*
- 7) Teachers will assist in the Audition process by serving as adjudicators, monitors and by getting forms by the date on the calendar to the managers and by preparing their students for the audition process.

CHORAL APPLICANTS

- 1) Teachers will fill out an application for placement in the Chorus. An application form is enclosed. Photo-copies may be made for each student applicant.
- 2) Vocal applications are due to the Choral Manager by the deadline as printed on the calendar.

- 3) The selection committee of all district vocal teachers will screen the applications and place the appropriate students in the chorus. This committee will meet at the discretion of the Choral Manager.

STRING APPLICANTS

- 1) String teachers should read the String Guidelines as printed in the handbook.
- 2) String teachers will submit a list of qualified string students on the String Student List Form. (Photo-copies of the form may be made if needed.) Teachers should nominate their best students and rank them based on the String Guidelines.
- 3) String applications are due to the String Manager by the deadline as printed on the calendar.
- 4) A list of accepted string students and their placement will be distributed by the String Manager by the Instrumental Audition date.

WIND AND PERCUSSION APPLICANTS

All wind and percussion applicants must complete the audition process as outlined on the following pages.

Audition Information and Procedures

AUDITION PURPOSE

The goals of the audition are to provide each student with a positive educational experience and allow us to hear each student's ability and to judge them fairly and evenly for placement in the Festival.

LOCATION OF AUDITIONS

The Auditions can be hosted by any school that participates in the Champlain Valley District Festival. The host school may use any available facility to host the Auditions.

PARTICIPATION IN THE AUDITIONS

Any student in grades 7th & 8th in a participating school and a member of that school's performing ensemble, where available, may audition for the Festival. Students are required to be listed on their school's audition application form and to attend the entire audition process for their instrument.

Only wind and percussion students need to audition, but only those that audition will be accepted for participation in the Festival's Band.

No substitutions or additions to the accepted wind and percussion sections will be allowed without the students going through the required audition.

Students will not be allowed to audition for the Festival if they committed themselves to the previous year's Festival and then subsequently withdrew. Exceptions (academic ineligibility and documented illness) must be approved by the Festival Director.

A copy of the audition application form is printed in this handbook for teacher use.

AUDITION GROUPS

Students will be auditioned in like-instrument groups as determined by the Audition Host, based on the audition applications made.

AUDITION REQUIREMENTS

1) Scales

Students should prepare their tuning note scale and the three scales on either side of that scale on the Circle of Fifths as indicated below:

Concert Instruments G, C, F, Bb, Eb, Ab, Db

Bb Instruments A, D, G, C, F, Bb, Eb

Eb Instruments E, A, D, G, C, F, Bb

F Instruments D, G, C, F, Bb, Eb, Ab

Students should also prepare a Chromatic Scale.

Examples of the required scales are printed in the back of the handbook. They should be rhythmically performed as scored at the indicated tempo.

2) Prepared Piece

The prepared piece for each instrument will be an original 16 measure selection that the student will prepare beforehand and use as part of the workshops and audition. **NO PHOTOCOPIES WILL BE ALLOWED AT THE AUDITION SITE.**

The list of prepared pieces for each instrument is included in this handbook.

3) Sight-reading

Each adjudicator will provide 4 similar but not identical sight-reading excerpts for the auditions. Students will randomly select one and perform it.

AUDITION PROCESS

1) Workshops

Each group of like-instruments will have a one hour workshop with the adjudicator working on the prepared piece and the prepared scales. The workshops will focus on group participation and will help the students with their tone, intonation, articulations, etc.

2) Auditions

The students will audition for the same teacher that ran their workshop, in front of the same students that participated in their workshops. The adjudicator will have an audition form for each student and will, in turn, ask each student to perform one aspect of the audition. Once each student has performed one aspect of the audition, the second aspect will be asked and so forth.

An example of the audition form is printed in the back of this handbook.

3) Performance

Each student will perform the prepared piece using the copy that they brought with them to the auditions. Each student will perform one of the sight-reading examples randomly selected from the four available. Neither student nor adjudicator will mention which example is being used so that the others waiting do not become aware of how the example is played. Each student will perform two scales from the seven prepared and the chromatic by reading them off of a copy prepared for them by the adjudicator. Neither the student nor the adjudicator will mention which scales are used so that the others waiting do not become aware of which scales are being asked. All students will be asked the same two scales.

4) Evaluation

Following the completion of the Auditions, the Band Manager will meet to select the participating students. The raw score from each student's audition form will be used for placement.

Festival Information and Procedures

LOCATION OF FESTIVAL

The Festival can be hosted by any school that participates in the Champlain Valley District Festival. The host school may use any available facility to host the Festival.

PARTICIPATION IN THE FESTIVAL

No student is to miss any rehearsal, or portion thereof, from any District Festival. Unapproved absences will result in that student not being allowed to continue.

Students will not be allowed to participate in the following year's Festival if they commit themselves to the event and subsequently withdraw. Exceptions (academic ineligibility and documented illness) must be approved by the Festival Director.

MUSICAL ORGANIZATIONS

All groups can accept 7th & 8th grade applicants, based on auditions or other requirements.

Each student will assessed a registration fee (to be determined annually) that is due by the deadline as printed on the current calendar.

All deadlines for applications, fees, forms, etc. must be adhered to for the efficient operation of the Festival. **A late fee of \$50.00 per school will be assessed for late registrants.**

MUSIC AND PREPARATION

- 1) Music will be provided by the district through the Ensemble Manager and the District Librarian.
 - a) Music will be turned in immediately following the Festival Concert. No music is to be retained by students or their teachers. Missing music will be billed to the school.
 - b) Complete set of the parts from past festivals are available on loan for participating schools from the District Library. For information or a listing, contact:

Champlain Valley District Library
Kim Hyland-Thompson
Williston Central School
Williston Road
Williston, VT 05495

- 2) Preparation Guidelines

In the back of this handbook, instrumental directors will find a set of guidelines to help them prepare their students for participation in the Festival. Areas include instrumental playing ranges, reading of rhythms, key and meter signatures and percussion rudiments.

TICKETS

Tickets Prices are determined by a consensus of music teachers, reflecting the financial needs of the Festival and our philosophy that as many people as possible should be able to afford to attend.

Tickets will be designed and printed by the Ticket Coordinator with the assistance of the Treasurer.

Ticket sales will be coordinated by the Treasurer.

REHEARSALS

- 1) Music teachers should check their students in with each group's Manager at least 10 minutes before rehearsal on Friday. If this is a problem, a contact with the Managers in advance is required.
- 2) Students are to be on time for all rehearsals and concerts. No students are excused from Festival activities except for illness or emergency.
- 3) Students are responsible for their own property. Their name and school should be on all equipment they bring to the Festival (i.e. instrument cases, stands, lunch bags, etc.).
- 4) Students will remain at the Festival site at all scheduled times.
- 5) Students should bring the following to the Festival.
 - a) Band & String Ensemble - Folding music stand, music, pencil
 - b) Chorus - Music, pencil
 - c) Everyone - Milk or juice money, bag lunches

DRESS

- 1) Rehearsal dress should be comfortable but appropriate. School dress codes are in effect.
- 2) Concert dress should reflect the importance of the event. ***Black and white attire is preferable.***
Girls - Black dress or skirt and white blouse, appropriate hose and shoes
Boys - Dark dress pants, white shirt and long dark tie, appropriate hose and shoes

FESTIVAL SCHEDULE

Friday

9:00 - 9:15	Registration
9:15 - 9:30	General Meeting
9:30 - 12:00	Rehearsal
12:00 - 12:40	Lunch (bring bag lunch)
12:40 - 3:30	Rehearsal
1:00	Teacher's Meeting

Saturday

9:00 - 12:30	Dress Rehearsal (Schedule to be announced)
12:30 - 1:00	Lunch (bring bag lunch)
1:00 - 1:20	Dress for concert
1:20 - 1:45	Concert warm-up
1:45 - 2:00	Move in for concert
2:00	Festival Concert

Champlain Valley Grade 7 and 8 District III

ACCEPTANCE FORM

Due Date: December 3, 2004

Mail to:
GARY MOREAU
A.D. LAWTON INTERMEDIATE SCHOOL

MAPLE STREET
ESSEX JCT., VT 05452

Music Director(s) _____

School _____

School Telephone _____

School Principal _____

Number of students from this school participating in: **(Please provide a typed list of all students)**

Band _____

String Ensemble _____

Chorus _____

Total _____

******* Please include the registration fee for each student with this form *******

PLEASE NOTE: ANY STUDENT WHO ACCEPTS THE INVITATION TO PARTICIPATE IN THE FESTIVAL AND THEN DOES NOT COMPLETE THAT RESPONSIBILITY WILL NOT BE ALLOWED TO PARTICIPATE IN THE FOLLOWING YEAR'S FESTIVAL.

Music Teacher Signature _____

Champlain Valley Grade 7 and 8 District III

AUDITION APPLICATION

Due to Tim Buckingham at Edmunds Middle School by October 29, 2004

School _____ Director _____

PLEASE GROUP LIKE-INSTRUMENTS TOGETHER ON THIS APPLICATION.

STUDENT NAME

GRADE

INSTRUMENT

1. _____

2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____
7.	_____	_____	_____
8.	_____	_____	_____
9.	_____	_____	_____
10.	_____	_____	_____
11.	_____	_____	_____
12.	_____	_____	_____
13.	_____	_____	_____
14.	_____	_____	_____

Champlain Valley Grade 7 and 8 District III

STRING GUIDELINES

Student Level Ratings

- | | |
|-----------|--|
| Level I | Beginner, still working in first Lesson Book (i.e. Muller Rusch, String Builder, Tune A Day, etc.) |
| Level II | Working in second lesson book, fairly secure with eighth notes, finger patterns other than 2/3. |
| Level III | Working in third lesson book, may be beginning 3rd position and/or vibrato. |
| Level IV | Finished third lesson book, fairly secure in 3rd position, studying literature on a level of Vivaldi A minor Concerto (violin) or the equivalent difficulty (viola, cello, bass). Should use at least a "beginning" vibrato. |
| Level V | Technique beyond the Vivaldi A minor Concerto level, secure in 3rd and 5th |

position, fairly secure in 1/2, 2nd and 4th positions, consistently accurate intonation, dependable vibrato, with some control.

Level VI Advanced student, secure in all positions, controlled vibrato, studying advanced literature and technique.

Student Ability Ratings

- 0 Very weak player; making little effort to improve.
- 1 Weak player; making some effort to improve.
- 2 Fair player;
- 3 Good player;
- 4 Very good player;
- 5 Excellent player; deserves high seat, but may be timid or lacking in some other leadership qualities.
- 6 Excellent player; recommended for position of section leader.

Using the Rating Sheet

Within each section, list your strongest student first, weakest last. Then your list will be dove-tailed in with those other directors, in an effort to place each individual fairly within the section.

Champlain Valley Grade 7 and 8 District III

STRING STUDENT LIST
Due to Asiat Ali by October 29, 2004

School _____ Director _____

VIOLINS

Grade Level Rating Comments

1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____

10. _____

VIOLAS

Grade Level Rating Comments

1. _____

2. _____

3. _____

4. _____

5. _____

STRING STUDENT LIST (cont'd.)

CELLOS

Grade Level Rating Comments

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

BASSES

Grade Level Rating Comments

1. _____

2. _____

IV) **SIGHTREADING** - Student performs each rhythmic exercise by him/herself. Refer to rubrics for scoring purposes.

RHYTHM

Student was at (circle one) Level 1 Level 2 Level 3 Level 4

STEADY BEAT

Student was at (circle one) Level 1 Level 2 Level 3 Level 4

Teacher comments _____

INSTRUMENTAL AUDITION SELECTIONS (Cycle A)

All audition pieces from Concert and Contest Collections -H.Voxman - (unless noted otherwise)

Flute: "Gavotte"	Gossec	Page 3
Oboe: "Ariette"	Gretry	Page 2
Bassoon: Same as Tuba		
Clarinet: "Chanson"	R. Gliere, Op. 35	Page 15
Bass Clarinet: "Sarabande and Bouree" (no repeats, 2nd endings, whole page)		Page 2
Alto Sax: "Sonatina" (to the repeat)	Hayden	Page 8
Bari sax: Same as alto		
Tenor sax: "Contradance"	Mozart	Page 3
Trumpet "Sarabanda and Gavotta"	Corelli	Page 2
Baritone Horn: Same as Trumpet		
Trombone: "Spanish Dance" No. 1		Page 6
French Horn: "Scherzo"	Shelakov	Page 5
Tuba: "Sarabanda and Gavotte"	Corelli	Page 2
Percussion: Rudiments from the handbook, plus:		
Snare Drum: Haskell Harr - Book 1, Lesson #28		Page 36
Timpani: Ludwig Timpani Instructor "Solo No. 46"		Page 41
Bells: Whalley Book, "Sonatina"		Page 32

TICKET ORDER FORM AND REGISTRATION

TEACHERS: Please order all tickets on this form at one time. The sooner, the better for me. Ticket prices are \$5.00 for adults and \$3.00 for students.

<u>NAME</u>	<u>Registration</u>	<u># of Adults</u>	<u># of Students</u>	<u>Total money</u>
1. _____				
2. _____				
3. _____				
4. _____				
5. _____				
6. _____				
7. _____				
8. _____				
9. _____				
10. _____				
11. _____				
12. _____				
13. _____				
14. _____				
15. _____				
16. _____				
17. _____				
18. _____				
19. _____				