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Texas Music Educators Association  
Region 20 - Band Division

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Band Division

**REGION 20 BAND**  
**Policies and Procedures**

2016-2017

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*Directors are encouraged to become familiar with this handbook.  
It is a detailed guide to the procedures governing the operations of the  
Region Band Division's activities.*

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# **TMEA Region 20 Band Audition Policies and Procedures**

## **Elected Position**

**TMEA Band Division Chairman:** The Band Division Chairman shall be elected bi-annually by the full band division membership. The Band Chairman shall be the presiding officer at meetings of the Band Division of Region XX. The Band Chairman shall be responsible for implementing the Region program of T.M.E.A. within the Band Division. The Band Chairman shall oversee all financial transactions and maintain accurate records of all deposits and payments on behalf of the division.

## **Stipends for Officers:**

Region 20 does not pay elected officers a stipend, however, all costs of administering the Band Division incurred by its representatives shall be fully reimbursed by the region. This includes, but is not limited to, reimbursements for office supplies, audition and clinic hospitality, travel and lodging required for meetings and convention attendance.

## **Appointed Positions**

**Coordinators:** Coordinators of Jazz Auditions and Middle School Auditions may be appointed by the TMEA Region 20 Band Chairman. The appointees will be responsible for administering and conducting the Region program of TMEA within their appointed areas.

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

Region 20 expects all directors wishing to participate in TMEA sponsored activities to maintain Active Membership status and attend at all TMEA meetings as well as activities where they have student participants.

Region 20 expects all directors from a school district sending one or more students to an audition to be in attendance and be available to help with the audition process. It is the responsibility of the director to find out whether or not he/she is needed on the day of tryouts. If an emergency arises that causes a director to be absent, that director must acquire a qualified proxy that is a TMEA member. The Region Band Division Chairman must approve the proxy in advance of the competition. The region may impose a fee to that director and/or school to cover expenses incurred by hiring a replacement judge.

## All Region Band Instrumentation

Instrument	HS Honors Band	All Other HS Bands	MS Honors Band	2 <sup>nd</sup> & 3 <sup>rd</sup> MS Bands
Piccolo	1	1	0	0
Flute	7	11	10	13
Oboe	3	3	2	3
English Horn	1	0	0	0
Eb Clarinet	1	0	0	0
Bb Clarinet	9	16	14	17
Alto Clarinet	1	0	0	0
Bass Clarinet	3	4	3	3
Contra Clarinet	1	0	0	0
Bassoon	2	3	3	3
Alto Sax	4	4	4	5
Tenor Sax	1	2	1	2
Bari Sax	1	2	1	1
Trumpet	9	10	10	10
Horn	8	8	8	8
Tenor Trombone	6	6	6	9
Bass Trombone	2	2	0	0
Euphonium	3	4	2	4
Tuba	4	6	4	6
Percussion	7	7	8	8
<b>Total</b>	<b>74</b>	<b>89</b>	<b>76</b>	<b>92</b>

High school level: After the audition process, judges may decide that the Eb Alto Clarinet and/or the Contra Bass Clarinet player be placed in the 2<sup>nd</sup> All-Region Performing Band based on ability. This would only be in effect if one person was trying out on that particular instrument. This would not affect their advancement on to the area level auditions.

Students may audition on multiple instruments within the same family group that audition on the same music as long as the audition schedule provides for separate auditions. Separate auditions are not guaranteed. (Piccolo and Flute, Oboe and English Horn, Saxophones). Students earning a chair on both instruments must choose by the end of the contest which instrument they wish to continue the All Region/Area/State band process.

A sufficient number of alternates will be selected for each section to insure full instrumentation of the All-Region Bands.

## All Region Jazz Band Instrumentation

Depending on the number of entries, the Region 20 Jazz Coordinator may elect to have either one or two All Region Jazz Bands with final approval by the majority of participating directors.

<b>Instrument</b>	<b>Jazz Band 1</b>	<b>Jazz Band 2</b>
Alto Saxophone	2	2
Tenor Saxophone	2	2
Baritone Saxophone	1	1
Trumpet	5	5
Tenor Trombone	4	4
Bass Trombone	1	1
Piano	1	1
Guitar	1	1
Bass Guitar	1	1
Percussion	2	2
<b>Total</b>	<b>20</b>	<b>20</b>

## All Region HS Full Orchestra Winds and Percussion Standard Instrumentation

<b>Instrument</b>	<b>HS Full Orchestra</b>
Piccolo	1
Flute	4
Oboe (2 if Eng. hn. req.)	2 or 3
English Horn (as needed)	1
Bassoon	4
Bb Clarinet	4
Bass Clarinet (as needed)	1
Trumpet	4
Horn	6
Tenor Trombone	3
Bass Trombone	1
Tuba	1
Percussion (as needed)	2-5
<b>Total</b>	<b>33-37</b>

## Audition Entry Procedures

All entries will be made through the TMEA online audition entry system. TMEA Active Membership is required to enter and/or sponsor student in the TMEA auditions. All contest deadlines will be 14 days prior to the day of the audition. The late and final online entry deadline will be seven days prior to the day of the audition.

Correction to an existing student entry may be made between 13 and seven days prior to the contest without penalty, but a student entry added less than 14 but more than seven days prior to the contest will result in an additional 100% student late fee.

A campus entry begun less than 14, but more than seven days prior to the contest, will be assessed a 50% additional campus fee charge and 100% student fee charge. A campus entry created less than fourteen days prior to the contest will be subject to the TMEA Grievance Process.

Directors will be allowed to add or change student entries the day of the audition. The 50% additional campus and 100% additional student late fees will be assessed. All fees must be paid or supported by a school purchase order prior to the start of auditions.

Entry Fees are \$15 per entry plus a \$50 campus fee.

**Dual Certification:** Through this process, students may qualify for Area auditions in both Wind/Percussion and Vocal, and then choose the one in which to audition. The TMEA Eligibility Rules state: A student may audition in band and/or choir and/or orchestra, but once notified of placement in either the All-State Jazz Ensemble or All-State Orchestra (strings) may not advance to Area for another All-State group

1. Each director/member sponsor documents which students wish to audition in both the Wind/Percussion and Vocal Divisions on the web-based Official Entry Document, which is submitted to the Region Chair.
2. Following the final audition for Area certification, the director(s) must have all dual certified students from their organization complete the Area Declaration Form.
3. The student must complete the Area Declaration Form which must also be signed by both Divisional Directors/Sponsors of that student. The form must then be submitted to the TMEA Deputy Director via fax or email by December 15 in order than an alternate may be notified.
4. The TMEA Headquarters will be responsible for notifying the director/sponsor of alternates utilized as a result of Dual Certification elections.

# The Audition Procedure

## Audition Personnel

1. Band Directors from Region XX will comprise the adjudicator panels for the TMEA All Region Auditions. When necessary, private teachers may be hired to serve on panels that adjudicate sections that do not include their own students. Judges will not talk with the contestants. The TMEA Active Member sponsor must be in attendance and be available to serve as an audition staff member for any and all activities in which their students are involved. Failure to adhere to this policy subjects the sponsor to the TMEA Penalties for Rules & Policies Infractions process.
2. Region XX will pay stipends to directors who assist with auditions where they have no entered students. (High school directors at middle school level auditions, middle school directors at high school level auditions.) The current stipend is \$50 per service, not to exceed \$100 per day. Service is defined as ½ day.

## Audition Music

1. High School Auditions: TMEA selected etudes
2. Middle School Auditions: The Middle School Band Coordinator shall be responsible for organizing the selection of the Middle School audition material. Two appropriate etudes plus major and chromatic scales with defined ranges shall comprise the audition material.

## Metronome

1. Students are permitted to use a non-audible metronome that is only a single purpose device.
2. Said metronome may only be used prior to the performance by the auditioning student. The student may not use the metronome during the performance
3. Metronome markings should be closely adhered to so as to maintain the intent of the music.
4. More consideration should be given to the student who conveys the musical intent of the recommended metronome markings. Judges should score a student who chooses to perform outside the recommended tempo based on the student's ability to preserve the musical integrity of the selection.

## Electronic Devices

1. No electronic devices may be used or accessed by a student participant until the auditions for the student's section have been concluded. Failure to comply with this regulation may result in student disqualification.
2. The list of non-allowable electronic devices includes, but is not limited to, phones, electronic games, computers, cameras (within an audition room), and playback systems.

## **Audition Format**

All auditions will be conducted in line with Area/State tryouts. The Band Chair may elect to use one of three audition formats for the auditions.

1. **Single Phase Audition:** Students audition in one combined room with final rankings determining band placement, chairs and Area certification.
2. **Two Phased Audition:** Students will be randomly assigned to different rooms in the first phase. Each room will advance the same number of students to the Phase 2 audition where band placement, chairs and Area certification will be determined.
3. **Single Panel/Etude Audition:** Students will be randomly assigned to one of three rooms. Each judge panel will score one etude and the student ranks will be determined by adding all three judge scores. The required number of chairs for the combined region bands will determine the number of students advancing to the final audition. Advancing students will be listed alphabetically. A second, single room audition will determine band placement, chairs and Area certification.

## **Additional Requirements**

1. Students must complete the full assigned cuts from all etudes in order to complete the audition. If a student does not complete the full etude cut, the panel chair may instruct the monitor to tell the student that they must complete the etude cut and, by not doing so, they understand that they are removing themselves from the audition and will be dismissed from the audition room.
2. School appropriate behavior will be expected and required of all participating students throughout the audition process including all times while on the host school's campus.
3. No one other than the contestants, judges and monitors are to be in the audition room or outside the audition room while the judging is taking place.

## **Certification Procedures (HS only)**

Area Chair's will be selected at the Orchestra Winds and Percussion Audition and the Band Auditions.

## **Clinic/Concert**

### **Stipends/Honorariums Associated with Clinic/Concert**

Region 20 pays clinicians an honorarium plus reimbursement for expenses associated with the clinic and concert.

## **Student Elimination**

A student may not be eliminated from the All Region – All State audition process except by following TMEA Policy as indicated below.

A student may be removed only by: (1) the audition process itself, (2) the TMEA Appeals Process, or (3) the student's TMEA Active member director or member sponsor.

TMEA Policies and Procedures specify an appeals process that shall be used in connection with protests arising from any TMEA selection procedure or failure to fulfill any rehearsal/performance obligation.

A student who does not complete the rehearsal/performance obligations (Region, All-State, etc.) will not be eligible for an official participation patch or other award and risk being removed through the Appeals Process from further participation in the All-State process.



## **Region 20 Honor Band Entry Information**

1. All entries are to be done online before the entry deadline, March 1. Fill in all necessary information required on line and familiarize yourself with all rules and regulations on the TMEA website regarding Honor Band Procedures. Be sure to fill in all performance dates and sites and the clinician list. Any last minute additional clinicians must be reported to the Region Band Chair immediately so the judge ballot can be prepared accurately. The total entry fee for Region IX is \$350.
2. Region IX requires a non-refundable \$100 application fee that must be postmarked to the Region Band Chair by March 1. The remaining \$250 will be due to the Region Band Chair on or before the date of the Region level adjudication. Allow enough time for your business office to prepare the check before the deadline.
3. All subsequent materials: hard copy of the entry form, scores, CDs, superintendent letters (MS only), must be postmarked to the Region Band Chair on or before June 1 each year in order to set up the Region listening session.
4. Any shortage of Region expenses will be divided equally among the bands in the Honor Band process.