

***ALABAMA
BANDMASTERS
ASSOCIATION
HANDBOOK***

For The School Year 2010-2011

***Containing
ABA By-laws
Explanations of ABA Events & Activities***

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***2008/2011 Revision by
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Joel Mason, Vice Chairman – District I***

INTRODUCTION

The purpose of this handbook is to provide the BY-LAWS of the ALABAMA BANDMASTERS ASSOCIATION and a description of its activities, as well as to provide the membership with all needed forms. The ALABAMA BANDMASTERS ASSOCIATION is the Band Division of the ALABAMA MUSIC EDUCATORS ASSOCIATION, a state unit of the MUSIC EDUCATORS NATIONAL CONFERENCE. The BY-LAWS of the ABA are an adjunct of the AMEA CONSTITUTION. The policy of the AMEA Governing Board is that no director may enter students in events sponsored by AMEA or any of its divisions unless that director is a member of AMEA.

This handbook will provide the instrumental teacher an outline of the organization of ABA, show how he or she should become involved, and provide school administrators valuable information concerning ABA and its operation. Each member of this organization should read and study this handbook. All members and prospective members of ABA should be reminded of the importance of maintaining current correspondence, with special emphasis on registration deadlines. They should also remember the importance of keeping administrators informed.

Please be aware that official forms are to be found on our website. You need only print the forms you need. Be aware that some forms for District use are provided by the District Chairman rather than being included in this publication.

The ALABAMA BANDMASTERS ASSOCIATION owes a debt of gratitude to Joel Mason, current Chairman of District I, for his suggestion that the descriptions of ABA activities in the Handbook be revised and synchronized to a calendar order and for his leadership in working on the initial version of this.

The ABA By-Laws are presented in their complete form at the beginning of this publication and the pertinent sections are included at the beginning of each section which addresses specific events and issues. By-Laws are presented in italics throughout this document.

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***ALABAMA BANDMASTERS ASSOCIATION
2010-2011 Board of Directors***

*PRESIDENT
Chuck Eady*

*VICE-PRESIDENT
John Cooper*

*RECORDING SECRETARY
Terry Ownby*

*PAST PRESIDENT
Harry McAfee*

*EXECUTIVE SECRETARY
Gene T. Gooch*

**ALABAMA BANDMASTERS ASSOCIATION
BY-LAWS**

Article I. Name

This organization shall be known as the Alabama Bandmasters Association.

Article II. Object

Section 1.

To foster a spirit of friendliness, fellowship, and cooperation among school band directors of Alabama.

Section 2.

To develop a comprehensive program that will be of musical and educational value to school band directors and their students.

Section 3.

To provide a common meeting ground and a clearing house for an exchange of ideas and methods that stimulate professional growth among school band directors that will, in general, advance the standards of musical and educational achievement for the school bands of Alabama.

Article III. Affiliation

This association shall function as a division of the Alabama Music Educators Association, an affiliate of the Music Educators National Conference. Membership in MENC automatically entitles one to membership in the Alabama Music Educators Association and the Alabama Bandmasters Association.

Article IV. Membership

Section 1.

Membership in the Alabama Bandmasters Association shall be active, associate, and honorary.

Section 2.

Active membership shall be open to all paid-up members of MENC who Active presently employed by an Alabama educational institution, and who deal with music education through the band medium as a significant aspect of their responsibilities.

Section 3.

Associate membership shall be open to all paid-up members of MENC who are currently engaged in the teaching of instrumental music. i.e. private teachers. Associate members shall have all the rights and privileges of active members, except that they cannot hold any office and shall not be permitted to vote upon any business under consideration.

Section 4.

Honorary membership shall be open to persons formerly employed as band directors in the state of Alabama, who are no longer actively engaged in the teaching profession, and who were members in good standing when last employed. Honorary members may attend all meetings and functions and may take part in all discussions the same as active members, but may not vote or hold office.

Article V. Dues

Section 1.

Dues shall be set by MENC. Dues will cover membership in the Music Educators National Conference, Alabama Music Educators Association, and the Alabama Bandmasters Association. All memberships expire on June 30 of each year. Dues and completed membership form shall be sent to:

Music Educators National Conference, 1806 Robert Fulton Drive

Reston, Virginia 20191 Phone: 800-336-3768

Publications included will be MUSIC EDUCATORS JOURNAL, TEACHING MUSIC, ALA BREVE, and all current information and news.

Section 2.

Honorary members shall pay no dues.

Section 3.

Dues are paid on an annual basis, and must be remitted to MENC before expiration date.

Section 4.

Only active members in good standing shall have a voice and vote at business meetings of the Association.

Section 5.

Directors must be members of MENC in good standing to participate in any or all ABA activities.

Article VI. Officers

Section 1.

a. The officers of the Alabama Bandmasters Association shall be a President, a Vice-President (President-Elect), and a Recording Secretary. Officers shall be elected at the April meeting and shall enter upon the duties of office June 1.

b. The term of office for the President, Vice-President (President-Elect) and Recording Secretary shall be two (2) years or until their successors have been elected. The term of office for the President, Vice-President (President-Elect) and Recording Secretary shall begin on June 1 of odd numbered years. The Recording Secretary may run to succeed himself.

Section 2.

A nominating committee, consisting of three active members of the ABA, will be appointed by the President and the Board of Directors at the final January meeting of odd numbered years. This committee will select one candidate for the office of Vice-President (President-Elect) and one candidate for the office of Recording Secretary, and shall submit their report at the April meeting. Nominations from the floor shall also be accepted. Officers shall be elected by a plurality of those members present and voting.

Section 3.

An Executive Secretary shall be employed by the ABA Board for an annual term.

Article VII. Duties of Officers

Section 1.

The President shall preside at all meetings of the Association and Board of Directors. It shall be the duty of the President at all meetings of the Association and Board of Directors to enforce due observance of the By-Laws and standing rules, exercise a general supervision over the affairs of the Association, with the concurrence of the Recording Secretary to have the power to make emergency decisions and to appoint all committees not otherwise provided for. The President shall represent this Association in all matters pertaining to its relations with the Alabama Music Educators Association. The President shall publicize all pending legislation either by direct mail or by publication in ALA BREVE.

Section 2.

The Vice-President (President-Elect) shall coordinate the Constitution Committee, Music Selection Committee, and assume the duties of the President in case of absence or disability of the President.

Section 3.

The Recording Secretary shall keep a record of the proceedings of the meetings of the Association and the Board of Directors.

Section 4.

The President shall receive an honorarium of \$200.00 per month. The Vice-President (President-Elect) shall receive an honorarium of \$100.00 per month. This amount may be changed at the will of the Association.

Section 5.

The Past President shall serve as Parliamentarian for the Association.

Section 6.

The Executive Secretary shall provide assistance to elected officials, keep a record of membership in the Association, handle registration at all state-wide events, collect all moneys due the Association for state-wide events, pay all authorized bills, and present a written report of transactions of the office at the business meetings of the Association. Also, maintain inventory of medals, plaques, etc., receive orders and fees, and distribute awards.

Section 7.

The Executive Secretary shall receive an honorarium not to exceed \$10,000.00 annually. The Board of Directors shall set the salary.

Article VIII. Board of Directors

Section 1.

There shall be a Board of Directors consisting of the elected officers, the eight District Chairmen for the current year, the eight District Vice-Chairmen (Chairmen-Elect), and the immediate Past President. An additional member shall be selected from the membership of the International Association of Jazz Educators. Such person shall be a band director and shall be the President of the Alabama Chapter of IAJE. The Board shall meet once

in the summer, twice in conjunction with the AMEA In-Service Conference, and twice during the All-State Music Festival. A maximum of two additional meetings may be called by the President at his discretion if such meetings are deemed necessary.

Section 2.

In the event of a vacancy on the Board of Directors, it shall be the responsibility of the remaining members of the Board to fill such vacancy by a majority vote of those present and voting.

Section 3.

The Board of Directors, by a two-thirds vote of those present and voting, may declare any vacancy on the Board of Directors. In lieu of a Board decision the President may, on an emergency basis, declare and fill a vacancy on the Board of Directors, such action requiring confirmation of the Board by a two-thirds majority of those present and voting at the next Board meeting.

Article IX. District Chairmen and District Vice-Chairmen (Chairmen-Elect)

Section 1.

The District Vice-Chairmen (Chairmen-Elect) shall be elected by the members of the districts. The election shall be completed prior to the April business meeting. It is the responsibility of the District Chairmen to forward to the President the name of the District Vice-Chairmen (Chairmen-Elect) for the following two years. The term of office for the District Chairmen shall be two years. On June 1 the Vice-Chairmen for the even numbered districts shall take office on even numbered years, and those of the odd numbered districts on the odd numbered years.

Section 2.

a. District Chairmen shall serve as members of the Board of Directors and shall promote the interests of their respective districts and make recommendations to the Board of Directors. They shall promote all festivals in their respective districts, collect all moneys due the Association and forward to the Executive secretary, correct the list of directors and other teachers given to them by the Executive Secretary and return the list as early as possible. The District Chairmen shall attend all meetings of the Association and Board of Directors.

b. District Chairmen shall be responsible for the organization and operation of the ABA Music Performance Assessment. This will include obtaining adjudicators and entering into a regulation contract with them. All adjudicator fees, travel expenses, and operational costs will be paid by the District Chairmen at the conclusion of the event. The remainder of the moneys and the adjudicator vouchers will be forwarded with the completed ABA Music Performance Assessment report to the Executive Secretary. The District Chairmen will send to the Association President a list of the participating bands and the ratings given.

c. The District Chairman may also charge an additional per student fee, set by the District, at District All-State Auditions (see Article X. Section . paragraph d). These funds may be used by the District Chairman to cover the operational expenses of the district. Such funds shall be deposited in a local bank under the name of the particular ABA District. A written report of receipts and expenditures will be sent to the Executive Secretary by June 1 of each year.

Section 3.

District Vice-Chairmen (Chairmen-Elect) shall serve as members of the Board of Directors, shall assist the District Chairmen with their duties, and shall serve as coordinators of the District Solo and Ensemble Festivals. They shall be responsible to their District Chairmen for the operation of, and the moneys collected from, the

Solo and Ensemble Festival. In meetings of the Board of Directors each District shall have one vote, to be cast by the District Chairman. The District Vice-Chairman may vote in the absence of the District Chairman. Only the expenses of the voting member will be paid.

Article X. Standing Committees

Section 1.

A Music Selection Committee will be appointed by the Vice-President, who shall be the Chairman of the Committee, made up of one representative from the following: Class AA; A; BB; B; CC; C; EE; E. The President of the ABA will be an ex-officio member.

a. Members will be appointed on a rotating basis for a four year term. The Vice-President will appoint replacements for two automatic vacancies each year and the Board may declare any additional vacancies, such vacancies to be filled for the remainder of the term.

b. The Vice-President will appoint a committee member to act as a sub-chairman of the Music Selection Committee.

c. The Vice-President and the sub-chairman will procure scores from publishers and music houses. Where possible, recordings and tapes should be made available for study by the committee.

d. Meetings will be held in a non-commercial location.

e. Meetings will be held in the summer as a one day session. Additional meetings will be called by the Vice-President if necessary.

f. Members-at-large who wish to recommend compositions for the Cumulative List should send scores to the Vice-President prior to the committee meeting.

g. The Music Selection Committee shall compile and revise periodically a Cumulative List for each classification. All literature that is approved to be played at the Alabama Bandmasters Music Performance Assessment will automatically be brought before the Music Selection Committee for addition to the Cumulative List.

h. The Music Selection Committee shall select the music to be used for try out material for the district All-State Auditions

Section 2.

The President will appoint a Constitution Revision Committee which will meet periodically and recommend legislative changes to the Association. Members of the Committee will be appointed at the time the new President takes office. Officers will be a part of the Committee.

Article XI. Meetings

Section 1.

The Alabama Bandmasters Association shall meet at least four (4) times annually, places of the meetings to be selected by the Board of Directors.

- a. *Two of the meetings will be held at the annual AMEA In-Service Conference.*
- b. *Two of the meetings will be held at the All-State Music Festival.*
- c. *A maximum of two additional meetings may be called by the President if such meetings are scheduled in conjunction with an AMEA function (i.e. All-State Band Festival or AMEA In-Service Conference). A maximum of two additional meetings may be called by the Board of Directors.*

Section 2.

Business meetings of the Association shall be closed meetings open only to members in good standing.

Section 3.

Members present shall constitute a quorum.

Article XII. Funds

Section 1.

All moneys received from any source whatsoever, including all festivals both district and state, are the funds of the Association and shall be handled as specified in this document.

Section 2.

District Chairmen are accountable to the Executive Secretary for all funds disbursed at the district level.

Section 3.

The Alabama Bandmasters Association fiscal records will be professionally and independently audited at the conclusion of each fiscal year. A report from this audit will be made available to the ABA membership at the AMEA Conference in January. At the ABA Summer conference the ABA Board of Directors will approve a budget for the following year.

Article XIII. Parliamentary Authority

ROBERT'S RULES OF ORDER NEWLY REVISED shall be the parliamentary authority for this Association on all matters not covered by the ABA By -Laws.

Article XIV. Amendments

Section 1.

The By-Laws of this Association may be amended at any regular meeting of this Association by a TWO-THIRDS VOTE OF THE ACTIVE MEMBERS PRESENT AND VOTING, provided the amendment and rationale have been presented in writing to the President of this Association prior to the next regularly scheduled Board of Directors meeting. The Board will have the authority to decide whether or not the amendment should be presented to the membership for consideration. One vote to recommend the amendment for consideration by any member of the Board shall cause the amendment to be publicized either through ALA BREVE or by direct mail to the membership at least 30 days prior to the next regularly scheduled business meeting of the Association.

Section 2.

Any amendment to the Constitution or By-Laws must be presented at a regular meeting of the Association and cannot be voted upon until the next regular meeting after presentation.

Article XV. All-State Festival and Auditions

Section 1.

a. The purpose of the All-State Festival is to distinguish the most outstanding band members in the State of Alabama. and to give them the opportunity for a musical experience of the highest caliber.

b. It is the duty of the President and the Board of Directors to obtain guest conductors who are recognized as successful leaders in the field of music.

c. The All-State Festival will include four bands: Red Band, White Band, Blue Band, and Middle School Band. Those students with the highest scores will be assigned to the Red Band: those with the next highest scores will be assigned to the White Band: those with the next highest scores will be assigned to the Blue Band. Students in the eighth grade and below will be eligible to audition for either the Middle School Band or the other bands, but no student may audition for both.

1) 3rd year provision – Any ninth grade student enrolled in a band program in which band begins in grade 7 will be eligible to try out for the Middle School Band. All other ninth graders must try out for Red, White and Blue Bands. This takes effect in the 2008-9 school year.

d. The All-State Festival will be scheduled during the month of April, the time and place to be determined by the Board of Directors. The Middle School All-State Band will be featured at the annual All-State Festival.

e. Fees will be observed as per the Fee Schedule found in Article AMEA. There will be no refunds of individual All-State fees.

f. Awards

1) The Association will award a silver medal with appropriate ribbon to the musician making the highest score in each section of the band (First Chair- First Bb Clarinet, Cornet, etc.)

2) The Association will award a bronze participation medal, with appropriate ribbon, to the other musicians in each band.

g. 1) Only students who are members of their high school, junior high school, or middle school bands are eligible to participate in the Band Division in the All-State Festival and Auditions.

2) Students who are being home schooled under guidelines established by the State Department of Education may participate in the band division in the All-State Festival and Auditions as long as they meet the following prerequisite:

Membership in an instrumental ensemble that meets on a regular basis to rehearse and perform traditional band literature, whose conductor meets all membership requirements of the Alabama Bandmasters Association.

Section 2.

a. The purpose of the District Auditions is to judge and select bandsmen to participate in the All-State Bands. Each district shall be responsible for its individual quotas. District Auditions will be held during the month of January. The results, including the names, grade, high school, instrument, and band assignment for students

who are assigned, will be mailed to the President and Executive Secretary at once. Each District Chairman will be responsible for time, place and conduct of the District Auditions. Each District Chairman may appoint a Middle School All-State Chairman to be responsible for these duties as they apply to the Middle School All-State Band.

b. Directors will judge bandmen within their own district or unassigned district team. The district Chairman will have the discretion to enlist other qualified judges as needed. Where possible, directors should be assigned in teams and their scores averaged. This would relieve the problem of directors having to listen to their own students. This would also keep a player from playing for a judge who has not heard all of the other players of a given instrument. All-State Audition activities are subject to the approval of district members. Students will not be allowed to audition if their director is not present to help judge auditions. Exceptions may be granted by the District Chairman. A student will be allowed to tryout on only one instrument except for the Flute/Piccolo combination. A student auditioning for the High School Bands must correctly play a minimum of seven (7) major scales with their related arpeggios, and a student auditioning for the Middle School Band must correctly play five (5) major scales with their related arpeggios to advance to the Prepared Studies and Sight Reading portions of the All-State Band audition. Snare drummers must successfully complete all of the rudiments to advance to the Prepared Studies and Sight Reading portions of the All-State Band audition. A score from 1 (one) to 15 (fifteen) shall be awarded for those Prepared Studies performed. A score of 0 (zero) shall be only given for those Prepared Studies not attempted. No student will be selected for the All-State Band without having performed the entire audition. A score of "NA" is to be given in the event a student fails to attempt any or all of the prepared studies or the sight reading portion of the audition.

c. Students will be judged by number only, with no reference to student's name or school name. Judges, with the exception of percussion judges, will be placed behind a screen or barrier in order that the only contact between judge and student is the number assigned to the student prior to the performance. A master list of student names, school names, and assigned numbers will be kept in a central office by the District Chairman, Vice-Chairman and host director. Student helpers will be provided to deliver and pick up tryout sheets between the central office and the judges.

d. Fees for the District Auditions will be as per the Fee Schedule found in Article XIX. The total fee will be sent to the Executive Secretary. An additional amount may be added to the fee (see Article IX) to be retained by the District.

e. The deadline for registration for the District All-State Auditions shall be a postmark date of 21 days prior to the District Auditions. Students who are not registered by the deadline will not be allowed to participate.

f. In the event that a student selected for one of the All-State Bands is not able to participate, the student's band director shall immediately notify the ABA President. The President will then fill the vacancy, giving preference to the alternate(s) in the district where the vacancy occurred. Selected alternate(s) will be notified in writing by the President or Executive Secretary. No changes will be made one week prior to the event.

Section 3. Quota System

a. Each district will select the following quota of bandmen who will audition again for chairs at the All-State Music Festival.

b. *Assigned Personnel:*

	Red	White	Blue	Alt.	Middle Sch.	Alt.
Flutes	2	2	2	1	2	1
Bb Sop. Clarinet.	4	4	4	3	4	1
Alto Saxophones	1	1	1	1	1	1
Comets	2	2	2	1	2	1
Trombones	2	2	2	1	2	1
Baritones	1	1	1	1	1	1
Tubas	1	1	1	1	1	1
French Horns	2	2	2	1	1	1

c. *Unassigned Personnel:*

	Accepted Sr. Hi	Alternate	Accepted Middle Sch.
Piccolo	1	1	1
Oboes	2	1	4
Bassoons	2	1	4
Eb Sop. Clarinets	1	1	1
Alto Clarinets	2	1	4
Bass Clarinets	2	1	4
Tenor Saxophones	2	1	4
Baritone Saxophones	1	1	4
Contra Bass Clarinets	1	1	4
String Bass	2	0	4

(NOTE: ALL HIGH SCHOOL STRING BASSES WILL AUDITION AT THE MIDDLE SCHOOL TEAM AUDITIONS. MIDDLE SCHOOL BAND PICCOLO & Eb SOP. CLARINET AUDITIONS ARE HELD AT THE ALL-STATE BAND FESTIVAL.)

District Teams for Middle School Unassigned

Districts 1&2, Districts 3&4, Districts 5&6, Districts 7&8.

The Middle School unassigned quotas will be met by the utilization of the District Team quotas below. Auditions will be held at the same time as the regular District All-State Auditions. The District Chairmen will decide which district will host the unassigned auditions.

If both districts in the team have their auditions on the same date and directors have students attending both audition sites, the chairmen will determine where the directors are most needed. Students who make the Middle School Band will audition for chair placement at the All-State Band Festival.

Chairmen of both districts will be responsible for notifying their directors of the results. All-State registration will be the responsibility of the individual directors.

District Team Quotas

<i>Oboes</i>	<i>1</i>	<i>Alternate</i>	<i>1</i>
<i>Bassoons</i>	<i>1</i>	<i>Alternate</i>	<i>1</i>
<i>Alto Clarinets</i>	<i>1</i>	<i>Alternate</i>	<i>1</i>
<i>Bass Clarinets</i>	<i>1</i>	<i>Alternate</i>	<i>1</i>
<i>Tenor Saxophone</i>	<i>1</i>	<i>Alternate</i>	<i>1</i>
<i>Baritone Saxophone</i>	<i>1</i>	<i>Alternate</i>	<i>1</i>
<i>Contra Bass Clarinet</i>	<i>1</i>	<i>Alternate</i>	<i>1</i>
<i>String Bass (HS)</i>	<i>2</i>	<i>Alternate</i>	<i>1</i>
<i>String Bass (JH)</i>	<i>1</i>	<i>Alternate</i>	<i>1</i>

Middle School Piccolo and Eb Soprano Clarinet

Piccolo and Eb Soprano Clarinet will be selected from the Flutes and Bb Soprano Clarinets who are selected for All-State.

Students will audition first on their principal instrument and then on the unassigned instrument.

d. The placement of Unassigned Personnel in the All-State Bands will be as follows:

Students with the highest scores in each section assigned to the Red Band;

those with the next highest scores assigned to the White Band;

those with the next highest scores assigned to the Blue band.

The following special assignments will be made for piccolo and Eb soprano clarinet. All other unassigned instruments are assigned "as needed".

Piccolo At the All-State tryouts: highest score - Red Band piccolo;

next highest score - White Band piccolo or Red Band flute;

next highest score - White or Blue Band piccolo or Red or White Band flute- depending on the selection of the higher scoring student;

next highest score - Blue Band piccolo or Red or White Band flute- depending on the selection of the higher scoring student;

next highest score - Blue Band piccolo or White Band flute - depending on the selection of the higher scoring student;

next highest score - White Band flute;

next highest score - Blue Band flute;

next highest score - Blue Band flute.

All flutes will be assigned to chairs by way of tryouts again with the flutes.

Eb Clarinet At All-State tryouts: Highest score - Red Band Eb clarinet;

next highest score - White Band Eb clarinet or Red Band Bb clarinet;

next highest score - White or Blue Band Eb clarinet or Red or White Band Bb clarinet - depending on the selection of the higher scoring student;

next highest score - Blue Band Eb clarinet or Red or White Band Bb clarinet -depending on the selection of the higher scoring student;

next highest score - Blue Band Eb Clarinet or White Band Clarinet - depending on the selection of the higher scoring student;

next highest score - White Band Bb clarinet;

next highest score - Blue Band Bb clarinet;

next highest score - Blue Band Bb clarinet.

Bb clarinets will be assigned to chairs by means of tryouts again with the clarinets.

Other unassigned personnel will be placed by the President as needed for the music being performed.

e. No director, for any reason, will judge his own student by himself. The tryout sheet must be signed by another director, other than that of the student.

Article XVI. Alabama Bandmasters Music Performance Assessment

Section 1. The Purpose of ABA Music Performance Assessment

The purpose of the Alabama Bandmasters Music Performance Assessment is to give qualified bands the opportunity to be evaluated and criticized by a panel of qualified adjudicators. The panel shall consist of three (3) concert adjudicators and one (1) sight-reading adjudicator. A panel of adjudicators shall be engaged by the District Chairmen. ABA MPA adjudicators must be selected from the approved ABA Music Performance Assessment Adjudicators List, with at least one of the concert adjudicators being an ABA certified adjudicator.

Section 2. Classification of Bands

a. For purposes of the ABA Music Performance Assessments, bands are classified according to enrollment as follows:

AA 1,500 and over

A 1,000 to 1,499

BB 750 to 999

B 500 to 749

CC 300 to 499

C 299 and below

DD Band Programs whose school mandates Junior High and Senior High students in the same concert band class. ("DD" bands with 7th - 12th grade students must play from classification "C" or higher. "DD" bands with 8th - 12th grade students must play from classification "CC" or higher.

Class D and below may play from any classification

D Beginner bands: All school levels

EE Junior High Bands; 1,000 or over including ninth grade

E Junior High Bands; To 999 including ninth grade

F Junior High School Bands; With no ninth grade

G Junior High Bands: With only seventh and eighth grade beginner and second year students

b. A high school which consists of 10-11-12 grades will count only those grades.

- c. *If a high school consisting of 10-11-12 grades should use ninth grade students in the band, the band will enter under the four grade system, counting the enrollment of 9-10-11-12 grades.*
- d. *A band entering the ABA Music Performance Assessment consisting of students from two or more schools must count the combined enrollment of schools involved as stated in paragraphs a. and b.*
- e. *A second band from any school may enter any classification consistent with the grade level of students involved. NO STUDENT MAY PARTICIPATE IN BOTH BANDS. If a director has a special need for a student playing in a second band, that director shall then appear before the Board of Directors at the AMEA In-Service meeting. The director shall present the facts and circumstances prompting the request to the Board at that time. The Board will decide whether to grant the request. The Board will notify the director immediately after the meeting if possible, but if the situation warrants further study, the director shall be notified within seven (7) days. For any student to qualify to play in a second band, he or she must perform on a second instrument.*
- f. *A new school whose band consists of band members with prior experience may enter any classification consistent with the grade level of the students involved.*
- g. *Unusual circumstances many times prevent bands from participating in the ABA Music Performance Assessments within their prescribed classification.*
- 1) *A band director who feels that unusual circumstances warrant an opportunity to enter a lower classification should notify the ABA President. The director shall then appear before the Board of Directors meeting at the annual AMEA In-Service meeting. He shall present the facts and circumstances prompting his request to the Board at that time. The Board will then decide whether or not to allow the change. The Board will notify the Director immediately after the meeting if possible, but if the situation warrants further study, he shall be notified within seven (7) days. A band may be allowed to drop a maximum of two classifications and shall have to climb one classification per year until reaching its regular classification. Requests to reclassify should be the exception to the rule.*

Section 3. Procedures

- a. *A band may play a maximum of 25 minutes performing time. A program which consists of fewer than three selections must be at least 20 minutes performing time. Any band which exceeds its allotted time will not be eligible to receive a "1" rating. A band playing a program of two (2) selections may request an extension of performing time, not to exceed ten (10) minutes. Requests for time extensions at ABA Music Performance Assessment must be received by the President for approval at least 20 days prior to the first day of the Assessment. No performing time extensions will be granted for programs consisting of three selections.*
- b. *One selection must be from the cumulative list for the band's classification or higher. Directors who wish to play a composition not on the cumulative list should submit scores to the Vice-President for approval.*
- c. *No electronic instruments may be used unless included in the score by the composer. Any other exceptions must be presented to the Chairman of the Music Selection Committee (Vice-President) for approval.*
- d. *Fees for ABA Music Performance Assessment shall be as found in the Fee Schedule, Article XIX. ABA will*

furnish cassette tapes for adjudicator's comments. It is the director's responsibility to submit registration and fees to the District Chairman for the ABA Music Performance Assessment.

e. The District Chairman will appoint an adult Stage Manager (who will be paid if necessary) and a Stage Crew for ABA Music Performance Assessment. The Stage Manager will be charged with maintaining the Assessment schedule. He will maintain efficient movement of bands from warm-up room(s) to the stage and from the stage. The Stage Manager and stage crew will set up the stage for each band according to a seating chart submitted by the band director with his application. (The band may take approximately one minute to adjust stands and chairs after being seated.) The band director will be responsible for his band entering and leaving the stage within a scheduled 30 minute time limit. Performing time will be determined by totaling the duration of each piece played. Stage time will be the total time the band is on the stage starting when the Stage Manager declares the stage prepared until the last student leaves the stage.

f. The President has the authority to set a postmark deadline for submitting registrations for Alabama Bandmasters Music Performance Assessment up to 30 days prior to the first day of the Alabama Bandmasters Music Performance Assessment. Those not complying will not be allowed to participate in the ABA Music Performance Assessment.

g. The Alabama Bandmasters Music Performance Assessments will be held between the third Monday of February and the last day of March. There will be one or more sites in each District. The dates and performance venues are to be selected by each District Chairman. Registration will be handled by the District Chairman. Exceptions for performing out of District may be granted by the ABA President. Considerations will include the following: Distance/Time (two hours travel time – change must improve travel time by one hour), scheduling difficulties, and emergencies/weather.

h. MPA procedures will allow directors to enter bands for comments only. Registration fees will remain the same for comments only bands.

1) Only students who are enrolled in their high school, junior high school, or middle school band are eligible to participate in the Alabama Bandmasters Music Performance Assessment.

2) Students who are being home schooled under guidelines established by the State Department of Education may participate in the Alabama Bandmasters Music Performance Assessments as long as they meet the following prerequisite:

Membership in an instrumental ensemble that meets on a regular basis to rehearse and perform traditional band literature, whose conductor meets all membership requirements of the Alabama Bandmasters Association.

Section 4, Alabama Bandmasters Music Performance Assessment Sight-Reading

a) The sight-reading portion of the Assessment immediately follows the concert performance. Bands which enter the ABA Music Performance Assessment must sight-read in their respective classifications. Comments only bands will be able to sight-read at the discretion of their director.

b) All band members participating in the concert performance must be present and participate in the sight-reading assessment.

c) Each band is required to sight-read a concert selection. The director of the band will have seven (7) minutes for score study and instruction. These seven (7) minutes include score study and any teaching techniques the director chooses to use. Once the sight-reading folders have been distributed there can be no musical sound generated by any instrument during the instruction period. *EXCEPTION: The tympani may tune.*

d) Only one (1) band director will be allowed to give instructions during the instruction period.

e) Immediately after the instruction period, and prior to the performance, each band may play a brief warm-up to include any of the following:

(1) Long tones

(2) Scales

(3) Chorale

This warm-up period will not exceed one (1) minute.

f) In the event the director elects to stop the sight-reading performance, it must be for the sole purpose of designating a starting point. The director may not give further instruction.

g) No recording devices of any kind are allowed in the sight-reading room.

h) One adjudicator shall be used for all entries and his/her rating will be final.

i) No audience is permitted in the sight-reading room except at the discretion of the adjudicator and with the permission of the director whose group is sight-reading.

j) After the playing of the selection, the adjudicator sheet of the group will be sent to the registration desk. The rating will be recorded and the sheet will be given to the band director.

Section 5. Alabama Bandmasters Music Performance Assessment Ratings

Ratings shall be on a point system as follows:

18 to 20 points - Division I or Superior

14 to 17 points - Division II or Excellent

10 to 13 points - Division III or Good

8 to 9 points - Division IV or Fair

Division I from one (1) adjudicator = 5 points

Division II from one (1) adjudicator = 4 points

Division III from one (1) adjudicator = 3 points

Division IV from one (1) adjudicator = 2 points

A band which earns straight A's in every caption, including sight reading, will earn the rating of "Superior With Distinction".

All four adjudicator ratings are considered of equal value with the following exceptions:

1) No high school band, regardless of its point score, may receive an overall rating which is more than one division above its sight reading score, and all bands are required to sight read at the ABA Music Performance Assessment. Each band will sight read a concert selection. Only music printed in standard notation may be used for sight reading. No manuscript or music produced on a music typewriter may be used.

2) In cases of I-I-III and II-II-IV ratings in concert one point will be added to a band's overall score.

Section 6. Alabama Bandmasters Music Performance Assessment Awards

Plaques may be ordered at Alabama Bandmasters Music Performance Assessment following performances, but orders for plaques must be accompanied by a check made out to Alabama Bandmasters Association or a school purchase order. Medals and trophies may be purchased by bands receiving an overall superior (I) rating but orders must be accompanied by a check made out to Alabama Bandmasters Association or a school purchase order.

Section 7. State Solo and Ensemble Festival

a. *The purpose of this Festival will be to encourage band students to perform solos and ensembles in a Festival in order to broaden their musical education.*

b. *This Festival will be held at the District level.*

c. *The withdrawal of a person or ensemble from the Solo and Ensemble Festival within one week of the event will result in the forfeit of the entrance fees for those withdrawing. The State President may allow fees to be refunded to people withdrawing due to unusual circumstances.*

d. *The Festival Chairman's duties are as follows:*

He will select a location that is suitable and has adequate facilities. More than one location may be selected if necessary. If more than one location is utilized, the District Chairman will appoint an assistant Vice-Chairman (Site Coordinator) to supervise the activities at each location. The Chairman, however, will be responsible for all financial matters connected with the Festival. He will select all competition Festival adjudicators. The number of adjudicators hired for each district will be based on a quota system, allowing one adjudicator for each 60 entries registered.

An approved list of adjudicators, noting their fields of competence in (1) Concert, (2) Brass, (3) Woodwind, (4) Percussion, and (5) Stage Band is available to the District Chairman and Vice-Chairman. The use of an adjudicator not on the list must be approved by the State Chairman (Vice-President). Adjudicators who are high school or junior high school directors may not be used in the district in which they teach. He shall notify all directors in the district as to the time and place of the festival. He will collect all registrations and fees, and compile a schedule of events of the Festival. There will be no refund of Solo and Ensemble fees.

e. *The String Division of AMEA will be permitted to participate in the State Solo and Ensemble Festival. The String Division will cooperate fully with the Festival Chairman and be responsible for arrangements necessary to implement this operation. This is to include arranging schedules, facilities, financing, and selection of adjudicators.*

f. The Festival may be held on any Saturday in September, October, November, December, January, February, March, April, or May of each year. The deadline for registration for Solo and Ensemble Festival shall be a postmark date of 21 days prior to the Solo and Ensemble Festival. Events that are not registered by the deadline will not be allowed to participate.

g. All operational expenses will be paid by the Executive Secretary on receipt of an itemized list from the District Chairman. Adjudicator fees will be paid by the District Chairman at the conclusion of the Festival day. The remainder of the moneys and the adjudicator vouchers will be forwarded with the completed Solo and Ensemble report to the Executive Secretary.

h. A student may perform in four events (Stage Band not included). The entrance fee will be \$5.00 per event, based on a ten-minute block of time (not per student - per time block), no matter how many students are in the event. \$1.00 per event will be retained by the District. No student may play more than one solo on the same instrument. (\$10.00 School Fee - See ArticleXIX)

Stage Band and Lab Band Competition may be held at a different time and location. Each group will play three selections of different styles. There will be three adjudicators. Three numbered scores for each selection will be required. The entrance fee will be as listed in the Fee Schedule. found in Article XIX.

i. A person rating Superior on a solo will be eligible to purchase a medal with a gold ribbon. Each person in an ensemble rating Superior will be eligible to purchase a medal with a green ribbon. Medals may be secured from the Executive Secretary of ABA. Medal orders must be on an official form signed by the District Festival Chairman or Site Coordinator.

j. No "approved lists" shall be required. The MENC's "Ensemble Music For Wind and Percussion Instruments" and the University of Texas "Prescribed Music" catalogues may be helpful in selecting material. It shall be the responsibility of each director to guide his performers so that they make wise choices of literature. Adjudicators will have the right to lower ratings for poor choices.

k. No memorization of solos or ensembles shall be necessary.

l. Adjudicators must be provided with scores which have numbered measures.

Section 8. Marching Band Festivals

The Alabama Bandmasters Association shall not sponsor a Marching Band Festival. The ABA Board may sanction marching competition festivals with each event being sanctioned on an individual basis.

Article XVII. Ethics

Section 1.

The Board of Directors shall act as an Ethics Committee for the Alabama Bandmasters Association.

Section 2.

The Ethics Committee shall be empowered to hold ethics hearings as necessary. The Committee shall have the authority to call before it any member of the Association deemed to be in violation of ABA By-Laws or allegedly exhibiting unethical conduct.

Section 3.

The Committee shall be empowered to levy fines, issue reprimands or other appropriate punishment as it deems necessary.

Article XVIII. Districts

The state shall be divided into eight Districts by counties as follows:

<i>District I</i>	<i>Madison</i>	<i>Limestone</i>	<i>Morgan</i>
<i>District II</i>	<i>Calhoun</i>	<i>Talladega</i>	<i>Blount</i>
	<i>Marshall</i>	<i>Etowah</i>	<i>Dekalb</i>
	<i>Cherokee</i>	<i>Jackson</i>	<i>Cleburne</i>
	<i>Clay</i>	<i>St. Clair</i>	
<i>District III</i>	<i>Lauderdale</i>	<i>Lamar</i>	<i>Winston</i>
	<i>Fayette</i>	<i>Cullman</i>	<i>Walker</i>
	<i>Colbert</i>	<i>Franklin</i>	<i>Marion</i>
	<i>Lawrence</i>		
<i>District IV</i>	<i>Jefferson</i>	<i>Shelby</i>	
<i>District V</i>	<i>Tuscaloosa</i>	<i>Hale</i>	<i>Bibb</i>
	<i>Sumpter</i>	<i>Greene</i>	<i>Autauga</i>
	<i>Marengo</i>	<i>Lowndes</i>	<i>Pickens</i>
	<i>Dallas</i>	<i>Chilton</i>	<i>Perry</i>
<i>District VI</i>	<i>Elmore</i>	<i>Montgomery</i>	<i>Lee</i>
	<i>Randolph</i>	<i>Russell</i>	<i>Macon</i>
	<i>Tallapoosa</i>	<i>Chambers</i>	<i>Coosa</i>
	<i>Bullock</i>		
<i>District VII</i>	<i>Mobile</i>	<i>Clarke</i>	<i>Washington</i>
	<i>Choctaw</i>	<i>Wilcox</i>	<i>Baldwin</i>
<i>District VIII</i>	<i>Barbour</i>	<i>Covington</i>	<i>Henry</i>
	<i>Crenshaw</i>	<i>Houston</i>	<i>Butler</i>
	<i>Pike</i>	<i>Conecuh</i>	<i>Dale</i>
	<i>Escambia</i>	<i>Geneva</i>	<i>Monroe</i>
	<i>Coffee</i>		

Article XIX. Fee Schedule

The following fees shall be charged for ABA events:

<i>All-State Jazz Band</i>	<i>\$10.00 per student</i> <i>\$10.00 school fee</i>
<i>All-State Tryouts</i>	<i>\$10.00 per student</i> <i>\$2.00 to remain with the District</i>
<i>All-State Band</i>	<i>\$10.00 per student</i> <i>\$15.00 school fee</i>
<i>Alabama Bandmasters Music</i>	<i>\$1.00 per student</i>

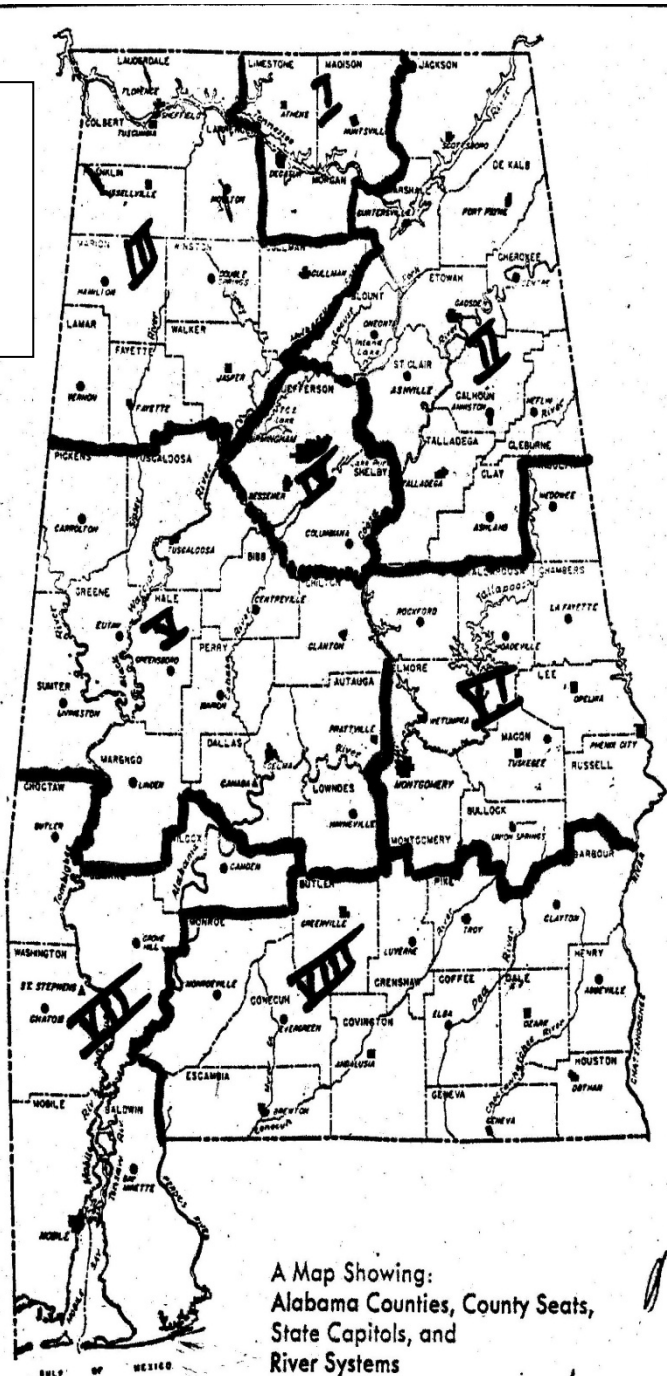
Performance Assessments \$100.00 school fee per band
\$50.00 school fee per additional band

Solo and Ensemble Festival \$5.00 per event with \$1.00 per event retained by the District
\$10.00 school fee

Jazz Band (Solo and Ensemble) \$ 2.00 per student
\$10.00 school fee*

* The school fee is only in the event of no other solo/ensemble entries. It is not an additional school fee.
All registrations are subject to a \$50.00 Late Fee if registrations are postmarked after the deadline.

**ALABAMA BANDMASTERS
ASSOCIATION
DISTRICT MAP**



Officers and Responsibilities

PERTINENT BY-LAWS

Article VI. Officers

Section 1.

a. The officers of the Alabama Bandmasters Association shall be a President, a Vice-President (President-Elect), and a Recording Secretary. Officers shall be elected at the April meeting and shall enter upon the duties of office June 1.

b. The term of office for the President, Vice-President (President-Elect) and Recording Secretary shall be two (2) years or until their successors have been elected. The term of office for the President, Vice-President (President-Elect) and Recording Secretary shall begin on June 1 of odd numbered years. The Recording Secretary may run to succeed himself.

Section 2.

A nominating committee, consisting of three active members of the ABA, will be appointed by the President and the Board of Directors at the final January meeting of odd numbered years. This committee will select one candidate for the office of Vice-President (President-Elect) and one candidate for the office of Recording Secretary, and shall submit their report at the April meeting. Nominations from the floor shall also be accepted. Officers shall be elected by a plurality of those members present and voting.

Section 3.

An Executive Secretary shall be employed by the ABA Board for an annual term.

Article VII. Duties of Officers

Section 1.

The President shall preside at all meetings of the Association and Board of Directors. It shall be the duty of the President at all meetings of the Association and Board of Directors to enforce due observance of the By-Laws and standing rules, exercise a general supervision over the affairs of the Association, with the concurrence of the Recording Secretary to have the power to make emergency decisions and to appoint all committees not otherwise provided for. The President shall represent this Association in all matters pertaining to its relations with the Alabama Music Educators Association. The President shall publicize all pending legislation either by direct mail or by publication in ALA BREVE.

Section 2.

The Vice-President (President-Elect) shall coordinate the Constitution Committee, Music Selection Committee, and assume the duties of the President in case of absence or disability of the President.

Section 3.

The Recording Secretary shall keep a record of the proceedings of the meetings of the Association and the Board of Directors.

Section 4.

The President shall receive an honorarium of \$200.00 per month. The Vice-President (President-Elect) shall receive an honorarium of \$100.00 per month. This amount may be changed at the will of the Association.

Section 5.

The Past President shall serve as Parliamentarian for the Association.

Section 6.

The Executive Secretary shall provide assistance to elected officials, keep a record of membership in the Association, handle registration at all state-wide events, collect all moneys due the Association for state-wide events, pay all authorized bills, and present a written report of transactions of the office at the business meetings of the Association. Also, maintain inventory of medals, plaques, etc., receive orders and fees, and distribute awards.

Section 7.

The Executive Secretary shall receive an honorarium not to exceed \$10,000.00 annually. The Board of Directors shall set the salary.

Article VIII. Board of Directors

Section 1.

There shall be a Board of Directors consisting of the elected officers, the eight District Chairmen for the current year, the eight District Vice-Chairmen (Chairmen-Elect), and the immediate Past President. An additional member shall be selected from the membership of the International Association of Jazz Educators. Such person shall be a band director and shall be the President of the Alabama Chapter of IAJE. The Board shall meet once in the summer, twice in conjunction with the AMEA In-Service Conference, and twice during the All-State Music Festival. A maximum of two additional meetings may be called by the President at his discretion if such meetings are deemed necessary.

Section 2.

In the event of a vacancy on the Board of Directors, it shall be the responsibility of the remaining members of the Board to fill such vacancy by a majority vote of those present and voting.

Section 3.

The Board of Directors, by a two-thirds vote of those present and voting, may declare any vacancy on the Board of Directors. In lieu of a Board decision the President may, on an emergency basis, declare and fill a vacancy on the Board of Directors, such action requiring confirmation of the Board by a two-thirds majority of those present and voting at the next Board meeting.

Article IX. District Chairmen and District Vice-Chairmen (Chairmen-Elect)

Section 1.

The District Vice-Chairmen (Chairmen-Elect) shall be elected by the members of the districts. The election shall be completed prior to the April business meeting. It is the responsibility of the District Chairmen to forward to the President the name of the District Vice-Chairmen (Chairmen-Elect) for the following two years. The term of office for the District Chairmen shall be two years. On June 1 the Vice-Chairmen for the even numbered districts shall take office on even numbered years, and those of the odd numbered districts on the odd numbered years.

Section 2.

a. District Chairmen shall serve as members of the Board of Directors and shall promote the interests of their respective districts and make recommendations to the Board of Directors. They shall promote all festivals in their respective districts, collect all moneys due the Association and forward to the Executive secretary, compile a list of band directors in the district and mail to the Executive Secretary before the September meeting. The District Chairmen shall attend all meetings of the Association and Board of Directors.

b. District Chairmen shall be responsible for the organization and operation of the Alabama Bandmasters Music Performance Assessment for the District. This will include obtaining adjudicators and entering into a regulation contract with them. All operational expenses will be paid by the District Chairmen. Adjudicator fees and travel expenses will be paid by the District Chairmen at the conclusion of the festival. The remainder of the moneys and the adjudicator vouchers will be forwarded with the completed ABA Music Performance Assessment report to the Executive Secretary. The District Chairmen will send to the Association President a list of the participating bands and the ratings given.

c. The District Chairman may also charge an additional per student fee, set by the District, at District All-State Auditions (see Article XV. Section 2. paragraph d). These funds may be used by the District Chairman to cover the operational expenses of the district. Such funds shall be deposited in a local bank under the name of the particular ABA District. A written report of receipts and expenditures will be sent to the Executive Secretary by June 1 of each year.

Section 3.

District Vice-Chairmen (Chairmen-Elect) shall serve as members of the Board of Directors, shall assist the District Chairmen with their duties, and shall serve as coordinators of the District Solo and Ensemble Festivals. They shall be responsible to their District Chairmen for the operation of, and the moneys collected from, the Solo and Ensemble Festival. In meetings of the Board of Directors each District shall have one vote, to be cast by the District Chairman. The District Vice-Chairman may vote in the absence of the District Chairman. Only the expenses of the voting member will be paid.

Article X. Standing Committees

Section 1.

A Music Selection Committee will be appointed by the Vice-President, who shall be the Chairman of the Committee, made up of one representative from the following: Class AA; A; BB; B; CC; C; EE; E. The President of the ABA will be an ex-officio member.

a. Members will be appointed on a rotating basis for a four year term. The Vice-President will appoint replacements for two automatic vacancies each year and the Board may declare any additional vacancies, such vacancies to be filled for the remainder of the term.

b. The Vice-President will appoint a committee member to act as a sub-chairman of the Music Selection Committee.

c. The Vice-President and the sub-chairman will procure scores from publishers and music houses. Where possible, recordings and tapes should be made available for study by the committee.

d. Meetings will be held in a non-commercial location.

e. Meetings will be held in the summer as a one day session. Additional meetings will be called by the Vice-President if necessary.

f. Members-at-large who wish to recommend compositions for the Cumulative List should send scores to the Vice-President prior to the committee meeting.

g. The Music Selection Committee shall compile and revise periodically a Cumulative List for each classification. All literature that is approved to be played at the Alabama Bandmasters Music Performance Assessment will automatically be brought before the Music Selection Committee for addition to the Cumulative List.

h. The Music Selection Committee shall select the music to be used for tryout material for the district All-State Auditions.

Section 2.

The President will appoint a Constitution Revision Committee which will meet periodically and recommend legislative changes to the Association. Members of the Committee will be appointed at the time the new President takes office. Officers will be a part of the Committee.

Article XI. Meetings

Section 1.

The Alabama Bandmasters Association shall meet at least four (4) times annually, places of the meetings to be selected by the Board of Directors.

a. Two of the meetings will be held at the annual AMEA In-Service Conference.

b. Two of the meetings will be held at the All-State Music Festival.

c. A maximum of two additional meetings may be called by the President if such meetings are scheduled in conjunction with an AMEA function (i.e.. All-State Band Festival or AMEA In-Service Conference). A maximum of two additional meetings may be called by the Board of Directors.

Section 2.

Business meetings of the Association shall be closed meetings open only to members in good standing.

Section 3.

Members present shall constitute a quorum.

MARCHING COMPETITIONS

PERTINENT BYLAWS

Article XVI. Alabama Bandmasters Music Performance Assessment

Section 8. Marching Band Festivals

The Alabama Bandmasters Association shall not sponsor a Marching Band Festival. The ABA Board may sanction marching competition festivals with each event being sanctioned on an individual basis.

The Alabama Bandmasters Association does not sponsor a marching competition and has never sanctioned such competitions. The Association has, however, developed a set of adjudication materials for marching competitions. Any band director or other group sponsoring a marching competition may obtain a set of these materials by contacting the Executive Secretary.

ALL-STATE AUDITIONS

PERTINENT BYLAWS

Article XV. All-State Festival and Auditions

Section 1.

- a. The purpose of the All-State Festival is to distinguish the most outstanding band members in the State of Alabama. and to give them the opportunity for a musical experience of the highest caliber.*
- b. It is the duty of the President and the Board of Directors to obtain guest conductors who are recognized as successful leaders in the field of music.*
- c. The All-State Festival will include four bands: Red Band, White Band, Blue Band, and Middle School Band. Those students with the highest scores will be assigned to the Red Band: those with the next highest scores will be assigned to the White Band: those with the next highest scores will be assigned to the Blue Band. Students in the ninth grade and below will be eligible to audition for either the Middle School Band or the other bands, but no student may audition for both.*
 - 1) 3rd year provision – Any ninth grade student enrolled in a band program in which band begins in grade 7 will be eligible to try out for the Middle School Band. All other ninth graders must try out for Red, White and Blue Bands. This takes effect in the 2008-9 school year.*
- d. The All-State Festival will be scheduled during the month of April, the time and place to be determined by the Board of Directors. The Junior High All-State Band will be featured at the annual All-State Festival.*
- e. Fees will be observed as per the Fee Schedule found in Article AMEA. There will be no refunds of individual All-State fees.*
- f. Awards*
 - 1) The Association will award a silver medal with appropriate ribbon to the musician making the highest score in each section of the band (First Chair- First Bb Clarinet, Cornet, etc.)*
 - 2) The Association will award a bronze participation medal, with appropriate ribbon, to the other musicians in each band.*
- g. 1) Only students who are members of their high school, junior high school, or middle school bands are eligible to participate in the Band Division in the All-State Festival and Auditions.*
 - 2) Students who are being home schooled under guidelines established by the State Department of Education may participate in the band division in the All-State Festival and Auditions as long as they meet the following prerequisite:
Membership in an instrumental ensemble that meets on a regular basis to rehearse and perform traditional band literature, whose conductor meets all membership requirements of the Alabama Bandmasters Association.*

Section 2.

- a. The purpose of the District Auditions is to judge and select bandsmen to participate in the All-State Bands. Each district shall be responsible for its individual quotas. District Auditions will be held during the month of*

January. The results, including the names, grade, high school, instrument, and band assignment for students who are assigned, will be mailed to the President and Executive Secretary at once. Each District Chairman will be responsible for time, place and conduct of the District Auditions. Each District Chairman may appoint a Middle School All-State Chairman to be responsible for these duties as they apply to the Middle School All-State Band.

Directors will judge bandsmen within their own district or unassigned district team. The district Chairman will have the discretion to enlist other qualified judges as needed. Where possible, directors should be assigned in teams and their scores averaged. This would relieve the problem of directors having to listen to their own students. This would also keep a player from playing for a judge who has not heard all of the other players of a given instrument. All-State Audition activities are subject to the approval of district members. Students will not be allowed to audition if their director is not present to help judge auditions. Exceptions may be granted by the District Chairman. A student will be allowed to tryout on only one instrument except for the Flute/Piccolo combination. A student auditioning for the High School Bands must correctly play a minimum of seven (7) major scales with their related arpeggios, and a student auditioning for the Junior High Band must correctly play five (5) major scales with their related arpeggios to advance to the Prepared Studies and Sight Reading portions of the All-State Band audition.. Snare drummers must successfully complete all of the rudiments to advance to the Prepared Studies and Sight Reading portions of the All-State Band audition. A score from 1 (one) to 15 (fifteen) shall be awarded for those Prepared Studies performed. A score of 0 (zero) shall be only given for those Prepared Studies not attempted. No student will be selected for the All-State Band without having performed the entire audition. A score of "NA" is to be given in the event a student fails to attempt any or all of the prepared studies or the sight reading portion of the audition.

c. Students will be judged by number only, with no reference to student's name or school name. Judges, with the exception of percussion judges, will be placed behind a screen or barrier in order that the only contact between judge and student is the number assigned to the student prior to the performance. A master list of student names, school names, and assigned numbers will be kept in a central office by the District Chairman, Vice-Chairman and host director. Student helpers will be provided to deliver and pick up tryout sheets between the central office and the judges.

d. Fees for the District Auditions will be as per the Fee Schedule found in Article XIX. The total fee will be sent to the Executive Secretary. An additional amount may be added to the fee (see Article IX) to be retained by the District.

e. The deadline for registration for the District All-State Auditions shall be a postmark date of 21 days prior to the District Auditions. Students who are not registered by the deadline will not be allowed to participate.

f. In the event that a student selected for one of the All-State Bands is not able to participate, the student's band director shall immediately notify the ABA President. The President will then fill the vacancy, giving preference to the alternate(s) in the district where the vacancy occurred. Selected alternate(s) will be notified in writing by the President or Executive Secretary. No changes will be made one week prior to the event.

Section 3. Quota System

a. Each district will select the following quota of bandsmen who will audition again for chairs at the All-State Music Festival.

b. Assigned Personnel:

	<i>Red</i>	<i>White</i>	<i>Blue</i>	<i>Alt.</i>	<i>Mid Sch</i>	<i>Alt.</i>
<i>Flutes</i>	2	2	2	1	2	1
<i>Bb Sop. Clarinet.</i>	4	4	4	3	4	1
<i>Alto Saxophones</i>	1	1	1	1	1	1
<i>Comets</i>	2	2	2	1	2	1
<i>Trombones</i>	2	2	2	1	2	1
<i>Baritones</i>	1	1	1	1	1	1
<i>Tubas</i>	1	1	1	1	1	1
<i>French Horns</i>	2	2	2	1	2	1
<i>Percussionists</i>	1	1	1	1	1	1

c. Unassigned Personnel:

	<i>Accepted</i>	<i>Alternate</i>	<i>Accepted</i>
	<i>Sr. Hi</i>		<i>Jr. Hi</i>
<i>Piccolo</i>	1	1	1
<i>Oboes</i>	2	1	4
<i>Bassoons</i>	2	1	4
<i>Eb Clarinets</i>	1	1	1
<i>Alto Clarinets</i>	2	1	4
<i>Bass Clarinets</i>	2	1	4
<i>Tenor Saxophones</i>	2	1	4
<i>Baritone Saxophones</i>	1	1	4
<i>Contra Bass Clarinets</i>	1	1	4
<i>String Bass</i>	2	0	4

(NOTE: ALL HIGH SCHOOL STRING BASSES WILL AUDITION AT THE JUNIOR HIGH TEAM AUDITIONS)

District Teams for Middle School Unassigned

Districts 1&2, Districts 3&4, Districts 5&6, Districts 7&8.

The Middle School unassigned quotas will be met by the utilization of the District Team quotas below. Auditions will be held at the same time as the regular District All-State Auditions. The District Chairmen will decide which district will host the unassigned auditions.

If both districts in the team have their auditions on the same date and directors have students attending both audition sites, the chairmen will determine where the directors are most needed. Students who make the Middle School Band will audition for chair placement at the All-State Band Festival.

Chairmen of both districts will be responsible for notifying their directors of the results. All-State registration will be the responsibility of the individual directors.

District Team Quotas

<i>Oboes</i>	<i>1</i>	<i>Alternate</i>	<i>1</i>
<i>Bassoons</i>	<i>1</i>	<i>Alternate</i>	<i>1</i>
<i>Alto Clarinets</i>	<i>1</i>	<i>Alternate</i>	<i>1</i>
<i>Bass Clarinets</i>	<i>1</i>	<i>Alternate</i>	<i>1</i>
<i>Tenor Saxophone</i>	<i>1</i>	<i>Alternate</i>	<i>1</i>
<i>Baritone Saxophone</i>	<i>1</i>	<i>Alternate</i>	<i>1</i>
<i>Contra Bass Clarinet</i>	<i>1</i>	<i>Alternate</i>	<i>1</i>
<i>String Bass (HS)</i>	<i>2</i>	<i>Alternate</i>	<i>1</i>
<i>String Bass (JH)</i>	<i>1</i>	<i>Alternate</i>	<i>1</i>

Middle School Piccolo and Eb Soprano Clarinet

Piccolo and Eb Soprano Clarinet will be selected from the Flutes and Bb Soprano Clarinets who are selected for All-State.

Students will audition first on their principal instrument and then on the unassigned instrument.

d. The placement of Unassigned Personnel in the All-State Bands will be as follows:

Students with the highest scores in each section assigned to the Red Band;

those with the next highest scores assigned to the White Band;

those with the next highest scores assigned to the Blue band.

The following special assignments will be made for piccolo and Eb soprano clarinet. All other unassigned instruments are assigned "as needed".

Piccolo At the All-State tryouts: highest score - Red Band piccolo;

next highest score - White Band piccolo or Red Band flute;

next highest score - White or Blue Band piccolo or Red or White Band flute depending on the selection of the higher scoring student;

next highest score - Blue Band piccolo or Red or White Band flute depending on the selection of the higher scoring student;

next highest score - Blue Band piccolo or White Band flute depending on the selection of the higher scoring student;

next highest score - White Band flute;

next highest score - Blue Band flute;

next highest score - Blue Band flute.

All flutes will be assigned to chairs by way of tryouts again with the flutes.

Eb Clarinet At All-State tryouts: Highest score - Red Band Eb clarinet;

next highest score - White Band Eb clarinet or Red Band Bb clarinet;

next highest score - White or Blue Band Eb clarinet or Red or White Band Bb clarinet - depending on the selection of the higher scoring student;

next highest score - Blue Band Eb clarinet or Red or White Band Bb clarinet depending on the selection of the higher scoring student;
next highest score - Blue Band Eb Clarinet or White Band Clarinet depending on the selection of the higher scoring student;
next highest score - White Band Bb clarinet;
next highest score - Blue Band Bb clarinet;
next highest score - Blue Band Bb clarinet.

Bb clarinets will be assigned to chairs by means of tryouts again with the clarinets.

Other unassigned personnel will be placed by the President as needed for the music being performed.

e. No director, for any reason, will judge his own student by himself. The tryout sheet must be signed by another director, other than that of the student.

DISTRICT ALL-STATE AUDITIONS AND ALL-STATE MUSIC FESTIVAL

The purpose of the District All-State Auditions and All-State Music Festival is to provide an opportunity for instrumental music students to be evaluated on an individual basis and possibly be selected to play in one of the All-State Bands.

The District All-State Auditions shall be held during the month of January of each year at a time and location determined by the District Chairman. The Music Selection Committee selects the required audition material for each instrument. Students will be provided a list of audition requirements well in advance of the audition and will be judged on their performance by band directors. **All string bass players and Unassigned Junior High instruments will audition at the District Team Auditions. (Article XV, Section 3, Par. C.)**

Directors should counsel students who wish to audition, being sure that they understand the dates of the All-State Band Festival and that they must be prepared to attend ALL rehearsals and the final concert. If this is not something they are willing to commit to THEY SHOULD NOT AUDITION. They should also be made aware of the importance of canceling early in the event of unforeseen circumstances which prevent them from fulfilling their responsibility.

Students are selected by the use of a quota system for membership in the All-State Red, White, Blue or Middle School Band. Each band consists of approximately 165 members and is conducted by an outstanding nationally known music educator. At the All-State Music Festival, held during the month of April, students are auditioned to determine the seating in each section of the bands. First chair members will be awarded an appropriate medal. Participation medals will be awarded to all other participants.

In the event that a student selected for one of the All-State Bands is not able to participate the student's band director shall immediately notify the ABA President. The President will then fill the vacancy, giving preference to the alternate(s) in the District where the vacancy occurred. (Article XV, Section 2, Par. F.) **In actual practice the director should notify the Executive Secretary who handles this. NO alternates are moved up in the last week before the first day of the Festival.**

In addition to the rehearsal activities at the All-State Music Festival various clinics are sponsored by ABA featuring outstanding instrumentalists and clinicians. ABA also conducts business meetings at which proposals for changes in the ABA By-Laws are discussed and voted upon.

Participants must be pre-registered by their director using the form provided in the center of this handbook. Registrations must be postmarked on or before the deadline date set on the form. Directors without students should also pre-register but only pay the \$15 School Fee.

BOARD POLICIES

REFUNDS

No refunds of fees will be made for cancellations for any event if the cancellation is made after the registration deadline.

ALL-STATE DISTRICT AUDITIONS

It is the policy of the Board that students MAY use their own music at auditions.

Recaps and fees must be sent by a postmark date no later than 14 days after the Auditions.

REMUNIRATIONS

The All-State Percussion Chairman shall have expenses paid for the Festival.

District Chairmen shall receive \$150.00 for the All-State Auditions.

District Vice-Chairmen shall receive \$150.00 for the Solo & Ensemble Festival.

Site Chairmen for Alabama Bandmasters Music Performance Assessment will receive \$150.00 per day and travel expenses.

ALABAMA BANDMASTERS MUSIC PERFORMANCE ASSESSMENT

PERTINENT BYLAWS

Article XVI. Alabama Bandmasters Music Performance Assessment

Section 1. Purpose of ABA Music Performance Assessment

The purpose of the Alabama Bandmasters Music Performance Assessment is to give qualified bands the opportunity to be evaluated and criticized by a panel of qualified adjudicators. The panel shall consist of three (3) concert adjudicators and one (1) sight-reading adjudicator. A panel of adjudicators shall be engaged by the District Chairman.

Section 2. Classification of Bands

a. For purposes of the ABA Music Performance Assessments, bands are classified according to enrollment as follows:

AA 1,500 and over

A 1,000 to 1,499

BB 750 to 999

B 500 to 749

CC 300 to 499

C 299 and below

DD Band Programs whose school mandates Junior High and Senior High students in the same concert band class. ("DD" bands with 7th - 12th grade students must play from classification "C" or higher. "DD" bands with 8th - 12th grade students must play from classification "CC" or higher. Class D and below may play from any classification.)

D Beginner bands: All school levels

EE Junior High Bands; 1,000 or over including ninth grade

E Junior High Bands; To 999 including ninth grade

F Junior High School Bands; With no ninth grade

G Junior High Bands: With only seventh and eighth grade beginner and second year students

b. A high school which consists of 10-11-12 grades will count only those grades.

c. If a high school consisting of 10-11-12 grades should use ninth grade students in the band, the band will enter under the four grade system, counting the enrollment of 9-10-11-12 grades.

d. A band entering the Alabama Bandmasters Music Performance Assessment consisting of students from two or more schools must count the combined enrollment of schools involved as stated in paragraphs a. and b.

e. A second band from any school may enter any classification consistent with the grade level of students involved. NO STUDENT MAY PARTICIPATE IN BOTH BANDS. If a director has a special need for a student playing in a second band, that director shall then appear before the Board of Directors at the AMEA In-Service meeting. The director shall present the facts and circumstances prompting the request to the Board at that time. The Board will decide whether to grant the request. The Board will notify the director immediately after the meeting if possible, but if the situation warrants further study, the director shall be notified within seven (7) days. For any student to qualify to play in a second band, he or she must perform on a second instrument.

f. A new school whose band consists of band members with prior experience may enter any classification consistent with the grade level of the students involved.

g. Unusual circumstances many times prevent bands from participating in the ABA Music Performance Assessments within their prescribed classification.

1) A band director who feels that unusual circumstances warrant an opportunity to enter a lower classification should notify the ABA President. The director shall then appear before the Board of Directors meeting at the annual AMEA In-Service meeting. He shall present the facts and circumstances prompting his request to the Board at that time. The Board will then decide whether or not to allow the change. The Board will notify the Director immediately after the meeting if possible, but if the situation warrants further study, he shall be notified within seven (7) days. A band may be allowed to drop a maximum of two classifications and shall have to climb one classification per year until reaching its regular classification. Requests to reclassify should be the exception to the rule.

Section 3. Procedures

a. A band may play a maximum of 25 minutes performing time. A program which consists of fewer than three selections must be at least 20 minutes performing time. Any band which exceeds its allotted time will not be eligible to receive a "I" rating. A band playing a program of two (2) selections may request an extension of performing time, not to exceed ten (10) minutes. Requests for time extensions at ABA Music Performance Assessment must be received by the President at least 20 days prior to the first day of the ABA Music Performance Assessment. No performing time extensions will be granted for programs consisting of three selections.

b. One selection must be from the cumulative list for the band's classification or higher. Directors who wish to play a composition not on the cumulative list should submit scores to the Vice-President for approval.

c. No electronic instruments may be used unless included in the score by the composer. Any other exceptions must be presented to the Chairman of the Music Selection Committee (Vice-President) for approval.

d. Fees for ABA Music Performance Assessment shall be as found in the Fee Schedule, Article XIX. ABA will furnish cassette tapes for adjudicator's comments. It is the director's responsibility to submit registration and fees to the District Chairman for ABA Music Performance Assessments.

e. The District Chairman will appoint an adult Stage Manager (who will be paid if necessary) and a Stage Crew for ABA Music Performance Assessments. The Stage Manager will be charged with maintaining the Festival schedule. He will maintain efficient movement of bands from warm-up room(s) to the stage and from the stage. The Stage Manager and stage crew will set up the stage for each band according to a seating chart submitted by the band director with his application. (The band may take approximately one minute to adjust stands and chairs after being seated.) The band director will be responsible for his band entering and leaving the stage within a scheduled 30 minute time limit. Performing time will be determined by totaling the duration of each piece played. Stage time will be the total time the band is on the stage starting when the Stage Manager declares the stage prepared until the last student leaves the stage.

f. The President has the authority to set a postmark deadline for submitting registrations for ABA Music Performance Assessment up to 30 days prior to the first day of the ABA Music Performance Assessment. Bands that are not registered by the deadline will not be allowed to participate in the ABA Music Performance Assessment.

i. The Alabama Bandmasters Music Performance Assessments will be held between the third Monday of February and the last day of March. There will be one or more sites in each District. The dates and performance venues are to be selected by each District Chairman. Registration will be handled by the District Chairman. Exceptions for performing out of District may be granted by the ABA President. Considerations will include the following: Distance/Time (two hours travel time- change must improve travel time by one hour), scheduling difficulties, and emergencies/weather.

1) Only students who are enrolled in their high school, junior high school, or middle school band are eligible to participate in the Alabama Bandmasters Music Performance Assessment.

2) Students who are being home schooled under guidelines established by the State Department of Education may participate in the Alabama Bandmasters Music Performance Assessment as long as they meet the following prerequisite:

Membership in an instrumental ensemble that meets on a regular basis to rehearse and perform traditional band literature, whose conductor meets all membership requirements of the Alabama b.

Section 4, Alabama Bandmasters Music Performance Assessment Sight-Reading

a. The sight-reading portion of the Assessment immediately follows the concert performance. Bands which enter the ABA Music Performance Assessment must sight-read in their respective classifications.

b. All band members participating in the concert performance must be present and participate in the sight-reading assessment.

c. Each band is required to sight-read a concert selection. The director of the band will have seven (7) minutes for score study and instruction. These seven (7) minutes include score study and any teaching techniques the director chooses to use. Once the sight-reading folders have been distributed there can be no musical sound generated by any instrument during the instruction period. EXCEPTION: The tympani may tune.

d. Only one (1) band director will be allowed to give instructions during the instruction period.

e. Immediately after the instruction period, and prior to the performance, each band may play a brief warm-up to include any of the following:

(1) Long tones

(2) Scales

(3) Chorale

This warm-up period will not exceed one (1) minute.

f. In the event the director elects to stop the sight-reading performance, it must be for the sole purpose of designating a starting point. The director may not give further instruction.

g. No recording devices of any kind are allowed in the sight-reading room.

h. One adjudicator shall be used for all entries and his/her rating will be final.

i. No audience is permitted in the sight-reading room except at the discretion of the adjudicator and with the permission of the director whose group is sight-reading.

j. After the playing of the selection, the adjudicator sheet of the group will be sent to the registration desk. The rating will be recorded and the sheet will be given to the band director.

Section 5. Alabama Bandmasters Music Performance Assessment Ratings

Ratings shall be on a point system as follows:

*18 to 20 points - Division I or Superior
14 to 17 points - Division II or Excellent
10 to 13 points - Division III or Good
8 to 9 points - Division IV or Fair*

*Division I from one (1) adjudicator = 5 points
Division II from one (1) adjudicator = 4 points
Division III from one (1) adjudicator = 3 points
Division IV from one (1) adjudicator = 2 points*

A band which earns straight A's in every caption, including sight reading, will earn the rating of "Superior With Distinction".

All four adjudicator ratings are considered of equal value with the following exceptions:

1) No high school band, regardless of its point score, may receive an overall rating which is more than one division above its sight-reading score, and all bands are required to sight-read at the Alabama Bandmasters Music Performance Assessment. Each band will sight-read a concert selection. Only music printed in standard notation may be used for sight-reading. No manuscript or music produced on a music typewriter may be used.

2) In cases of I-I-III and II-II-IV ratings in concert, one point will be added to a band's overall score.

Section 6. Alabama Bandmasters Music Performance Assessment Awards

Plaques may be ordered at Alabama Bandmasters Music Performance Assessment following performances, but orders for plaques must be accompanied by a check made out to Alabama Bandmasters Association or a school purchase order. Medals and trophies may be purchased by bands receiving an overall superior (I) rating with a check or school purchase order.

The purpose of the Alabama Bandmasters Music Performance Assessments is to provide an opportunity for school bands in the state to be evaluated by panels of qualified adjudicators. This evaluation is based solely on standards of musical excellence. (See page 45)

Bands are classified according to October enrollment of the school. The ABA publishes a cumulative music list arranged by the classifications. Each band must prepare and perform two or three compositions, depending on duration. One selection must be taken from the cumulative list for the band's classification or a higher classification. (Article XXVI, Section 3) It should be noted that the other selections played should be of a difficulty comparable to the required selection. Each band performs before three adjudicators at assessments and is required to sight read for a fourth adjudicator. (Article XVI, Section 4) It is the policy of the ABA Board

that all students who perform on stage must perform in the sight reading unless the director is notified that the band will exceed the capacity of the room.

The pre-registration for ABA Music Performance Assessment must be accomplished prior to the deadlines established. *This is vital for the smooth operation of a complicated affair. A schedule of all deadlines is contained in the ABA By-Laws and should be studied. Model forms contained in this handbook should be used.* No refunds will be made when cancellations are made after the published deadline. All players who play in concert must sight read except in cases where the band exceeds the seating in the sight reading room. Each director shall provide three (3) scores for each composition performed. Measures will be numbered. **No photocopied scores will be accepted without written permission from the publisher.**

No more than 20 bands will be scheduled any given day.

The location, dates, and times of the ABA Music Performance Assessments will be determined by the District Chairmen.

FEES

Article XIX. Fee Schedule

<i>Alabama Bandmasters Music</i>	<i>\$1.00 per student</i>
<i>Performance Assessments</i>	<i>\$100.00 school fee for first band</i>
	<i>\$50.00 school fee for second band</i>

All registrations are subject to a \$50.00 Late Fee if registrations are postmarked after the deadline.

BOARD POLICIES

MILEAGE

ABA Board policy is that the mileage amount paid by ABA will be \$.44 per mile.

SALES

Medals - Solo and Ensemble, Music Performance Assessment - \$5.00 each plus \$3.00 postage if medals are shipped.

ABA Music Performance Assessment Trophies and Plaques - \$60.00.

ADJUDICATION HONORARIA

ABA Music Performance Assessment - \$200.00 per day, \$30.00 per day for meals, actual lodging costs, plus \$.44 per mile or actual air/train/bus fare. On any day which has more than 16 bands scheduled, pro-rata overtime of \$10.00 will be paid for each band over 16.

OFFICIALS' EXPENSES

\$30.00 per day for meals (\$8.00 - Breakfast, \$10.00 - Lunch, \$12.00 - Dinner), \$.44 per mile, actual lodging costs. Other official expenses incurred.

OFFICIAL FORMS

It is the policy of the ABA Board of Directors that all official forms (Applications for ABA events, Medal orders, etc.) must **be fully completed** and accompanied by the requisite check to be processed.

Registration forms postmarked one to seven days after the stated deadline must be accompanied by a \$50.00 late fee. If the registration is postmarked more than seven days after the deadline it will be returned and the school principal will be notified.

All Recaps and funds for such events shall be sent to the Executive Secretary within 14 days of the last day of the event. A copy of the Recap shall be sent to the ABA President.

ABA MUSIC PERFORMANCE ASSESSMENT

Sight Reading - Each band will be given seven (7) minutes preparation time before playing in the Sight Reading room. The director may have the band do anything other than play their instruments. **Only** the director who is conducting the band may give any instructions to band students concerning sight reading.

All students who perform on stage at State music performance Assessment must perform in Sight Reading unless **notified by the Site Chairman** that the number in the band exceeds the capacity of the room.

While 16 bands per day is considered the norm for ABA Music Performance Assessment, no more than 20 bands will be scheduled on any day.

Plaques, trophies and medals for ABA Music Performance Assessments may be ordered from the ABA Executive Secretary on official forms provided at the Assessment site. Costs will be \$60.00 for trophies and plaques and \$5.00 each for medals, and will be mailed as soon as possible after the order is received. All such orders must be postmarked on or before May 1 following the Assessment.

REFUNDS

No refunds of fees will be made for cancellations for any event if the cancellation is made after the registration deadline.

ADJUDICATOR'S EXPERIENCE REQUIREMENTS

In order to apply for inclusion in any of the Approved Adjudicator Lists the individual must meet the following experience criteria:

Solo & Ensemble Adjudicator - Five (5) years teaching experience

ABA Music Performance Assessment Adjudicator - Fifteen (15) years teaching experience with consistent "Superior" ratings at the State level or must be a nationally recognized concert adjudicator.

REMUNIRATIONS

The All-State Percussion Chairman shall have expenses paid for the Festival.

District Chairmen shall receive \$150.00 for the All-State Auditions.

District Chairmen shall receive \$150.00 for the ABA Music Performance Assessment.

District Vice-Chairmen shall receive \$150.00 for the Solo & Ensemble Festival.

ALABAMA BANDMASTERS ASSOCIATION
STANDARDS OF MUSICAL EXCELLENCE

	<u>Superior</u>	<u>Excellent</u>	<u>Good</u>	<u>Fair</u>
T e c h n i c a l	The performance demonstrates that the ensemble is able to meet technical demands of the music with precision and no aural evidence of strain.	Most technical demands are met with precision.	The ensemble is unable to execute the technical demands of the music with precision and accuracy.	A performance which approximates the technical and musical requirements of the music but is seriously lacking in its rendition.
M u s i c a l i t y	The musicality of the performance demonstrates an acute awareness of the composer's instructions.	The musical requirements are met with integrity in meeting the composer's instructions.	The musical performance does not demonstrate an awareness of the musical demands or the composer's instructions.	The performance is consistently weak, filled with technical and musical errors as well as intonation and rhythmic problems.
P e r f o r m a n c e	The ensemble's performance is technically correct and shows much attention to the music's expressive features.	It is an authentic reading, occasionally marred by noticeable technical errors, intonation defects, and musical deficiencies.	The ensemble may lack the instrumentation essential to an authentic reading, or it may lack proficiency in all its sections.	The ensemble has an obvious lack of the instrumentation essential to an authentic reading, or lacks proficiency in a number of its sections.
F u n d i m e n t a l s	The director demonstrates an ability to clearly communicate interpretive requirements to the group, and the performers respond immediately and accurately.	The ensemble shows the results of sound fundamental training, but the performance lacks the polish necessary to qualify for a rating of "Superior".	The general quality of the performance represents adequate preparation, attention to detail and musicianship, but is marred by a large number of technical errors, obvious problems with intonation and rhythmic inaccuracies.	The ensemble has obvious weaknesses in the basic fundamentals of tone production, rhythms and articulation, and is therefore not prepared to meet the technical or musical demands of the music.
G r a d e	Equivalent: Letter grade "A" (1)	Equivalent: Letter grade "B" (2)	Equivalent: Letter grade "C" (3)	Equivalent: Letter grade "D" (4)

SOLO AND ENSEMBLE FESTIVAL

PERTINENT BY-LAWS

Article XVII

Section 7. State Solo and Ensemble Festival

- a. The purpose of this Festival will be to encourage band students to perform solos and ensembles in a Festival in order to broaden their musical education.*
- b. This Festival will be held at the District level.*
- c. The withdrawal of a person or ensemble from the Solo and Ensemble Festival within one week of the event will result in the forfeit of the entrance fees for those withdrawing. The State President may allow fees to be refunded to people withdrawing due to unusual circumstances.*
- d. The Festival Chairman's duties are as follows:
He will select a location that is suitable and has adequate facilities. More than one location may be selected if necessary. If more than one location is utilized, the District Chairman will appoint an assistant Vice-Chairman (Site Coordinator) to supervise the activities at each location. The Chairman, however, will be responsible for all financial matters connected with the Festival. He will select all competition Festival adjudicators. The number of adjudicators hired for each district will be based on a quota system. allowing one adjudicator for each 60 entries registered.*
- An approved list of adjudicators, noting their fields of competence in (1) Concert, (2) Brass, (3) Woodwind, (4) Percussion, and (5) Stage Band is available to the District Chairman and Vice-Chairman. The use of an adjudicator not on the list must be approved by the State Chairman (Vice-President). Adjudicators who are high school or junior high school directors may not be used in the district in which they teach. He shall notify all directors in the district as to the time and place of the festival. He will collect all registrations and fees, and compile a schedule of events of the Festival. There will be no refund of Solo and Ensemble fees.*
- e. The String Division of AMEA will be permitted to participate in the State Solo and Ensemble Festival. The String Division will cooperate fully with the Festival Chairman and be responsible for arrangements necessary to implement this operation. This is to include arranging schedules, facilities, financing, and selection of adjudicators.*
- f. The Festival may be held on any Saturday in September, October, November, December, January, February, March, April, or May of each year. The deadline for registration for Solo and Ensemble Festival shall be a postmark date of 21 days prior to the Solo and Ensemble Festival. Events that are not registered by the deadline will not be allowed to participate.*
- g. All operational expenses will be paid by the Executive Secretary on receipt of an itemized list from the District Chairman. Adjudicator fees will be paid by the District Chairman at the conclusion of the Festival day. The remainder of the moneys and the adjudicator vouchers will be forwarded with the completed Solo and Ensemble report to the Executive Secretary.*

h. A student may perform in four events (Stage Band not included). The entrance fee will be \$5.00 per event, based on a ten-minute block of time (not per student - per time block), no matter how many students are in the

event. \$1.00 per event will be retained by the District. No student may play more than one solo on the same instrument. (\$10.00 School Fee - See Article XIX)

Stage Band and Lab Band Competition may be held at a different time and location. Each group will play three selections of different styles. There will be three adjudicators. Three numbered scores for each selection will be required. The entrance fee will be as listed in the Fee Schedule. found in Article XIX.

i. A person rating Superior on a solo will be eligible to purchase a medal with a gold ribbon. Each person in an ensemble rating Superior will be eligible to purchase a medal with a green ribbon. Medals may be secured from the Executive Secretary of ABA. Medal orders must be on an official form signed by the District Festival Chairman or Site Coordinator.

j. No "approved lists" shall be required. The MENC's "Ensemble Music For Wind and Percussion Instruments" and the University of Texas "Prescribed Music" catalogues may be helpful in selecting material. It shall be the responsibility of each director to guide his performers so that they make wise choices of literature. Adjudicators will have the right to lower ratings for poor choices.

k. No memorization of solos or ensembles shall be necessary.

l. Adjudicators must be provided with scores which have numbered measures.

SOLO AND ENSEMBLE FESTIVAL

The purpose of the Solo and Ensemble Festival is to encourage solo and ensemble playing and to offer individuals and small groups an opportunity to be evaluated by a qualified adjudicator. Although there is no approved music list there is a list of suggested literature published in the Cumulative List and directors should give their students guidance in the selection of appropriate music. The music must be performed by the required number of performers (duets must have two players, etc.). Numbered scores must be furnished for the adjudicator. No student may enter more than 4 events (not counting stage band). Only 1 solo may be played on the same instrument. (Article XVI, Section 5)

It is the duty of the District Vice-Chairman to establish the Festival in his or her district on any Saturday in the months September through May. The district may operate festivals in two or more sites if necessary, but more than two sites should be discouraged because it dilutes the district concept.

BOARD POLICIES

SALES

Medals - Solo and Ensemble, Music Performance Assessment - \$4.00 each plus \$3.00 postage if medals are shipped.

ADJUDICATION HONORARIA

Solo and Ensemble Festival - \$150.00 per day. Requires a minimum of 60 events.

Half day - Between 20 and 24 events. Jazz Band adjudication is figured by time rather than number of events.

ALL-STATE MUSIC FESTIVAL

The purpose of the District All-State Auditions and All-State Music Festival is to provide an opportunity for instrumental music students to be evaluated on an individual basis and possibly be selected to play in one of the All-State Bands.

The District All-State Auditions shall be held during the month of January of each year at a time and location determined by the District Chairman. The Music Selection Committee selects the required audition material for each instrument. Students will be provided a list of audition requirements well in advance of the audition and will be judged on their performance by band directors. **All string bass players and Unassigned Junior High instruments will audition at the District Team Auditions. (Article XV, Section 3, Par. C.)**

Directors should counsel students who wish to audition, being sure that they understand the dates of the All-State Band Festival and that they must be prepared to attend ALL rehearsals and the final concert. If this is not something they are willing to commit to THEY SHOULD NOT AUDITION. They should also be made aware of the importance of canceling early in the event of unforeseen circumstances which prevent them from fulfilling their responsibility.

Students are selected by the use of a quota system for membership in the All-State Red, White, Blue or Middle School Band. Each band consists of approximately 165 members and is conducted by an outstanding nationally known music educator. At the All-State Music Festival, held during the month of April, students are auditioned to determine the seating in each section of the bands. First chair members will be awarded an appropriate medal. Participation medals will be awarded to all other participants.

In the event that a student selected for one of the All-State Bands is not able to participate the student's band director shall immediately notify the ABA President. The President will then fill the vacancy, giving preference to the alternate(s) in the District where the vacancy occurred. (Article XV, Section 2, Par. F.) **In actual practice the director should notify the Executive Secretary who handles this. NO alternates are moved up in the last week before the first day of the Festival.**

In addition to the rehearsal activities at the All-State Music Festival various clinics are sponsored by ABA featuring outstanding instrumentalists and clinicians. ABA also conducts business meetings at which proposals for changes in the ABA By-Laws are discussed and voted upon.

Participants must be pre-registered by their director using the form provided in the center of this handbook. Registrations must be postmarked on or before the deadline date set on the form. Directors without students should also pre-register but only pay the \$15 School Fee. The pre-registration of students and directors needs to be totally complete BEFORE the deadline for State Band Competition registration. There is not enough time after State Band Competition to do the All-State registration.

BOARD POLICIES ALL-STATE BAND FESTIVAL

In the event that a student selected for one of the All-State Bands is not able to participate, the student's band director shall immediately notify the ABA President The President will then fill the vacancy, giving preference to the alternate in the District where the vacancy occurred.

Students may **NOT** be excused from All-State Band rehearsals or the All-State Band Concert for any other school or non-school related event. Students who fail to comply with this policy will not receive a medal or any other recognition, and may not participate in the remaining portion of the All-State Band Festival.

No student shall leave their chair between the time the program starts and the end of the program.

ALL-STATE SOLO FESTIVAL

The All-State Solo Festival is held each year on the day before the All-State Band Festival begins and is at the same site. Any student who will be participating in the All-State Band Festival is eligible to perform one (1) solo in the All-State Solo Festival. The All-State Solo Festival Entry Form **MUST BE COMPLETE IN EVERY ASPECT**. It and the \$20.00 Registration Fee must be mailed on or before the deadline date.

The solos must be chosen from the Approved List. Directors may send scores of suggested solos to the ABA Vice-President for consideration at the summer meeting of the Music Selection Committee. All solos must have accompaniment unless the solo was written to be played unaccompanied. It is the responsibility of the soloist to provide accompaniment. Be sure to give as much information as possible, including the accompanist's name.

Directors should use their judgment as to how many movements of extended works will be played. More than 8 or 9 minutes duration should be considered excessive. Also look at the possibility of shortening piano introductions and/or interludes. The student entrant should be the one on display.

One score, with the measures numbered, must be provided for the Adjudicators. The same rules which apply at Alabama Bandmasters Music Performance Assessments concerning photocopied scores will apply. If you have more than one score it would be good to bring two, but it is not required.

Solos will be awarded ratings of "Superior", "Excellent" or "Good". All soloists who receive "Superior" ratings will be awarded a medal. The top five (5) soloists will be awarded Medallions at the All-State Band Festival Concert.

BOARD POLICIES

ADJUDICATION HONORARIA

All-State Solo Festival - \$200.00, \$30.00 per day for meals and actual lodging costs.

OFFICIALS' EXPENSES

\$30.00 per day for meals (\$8.00 - Breakfast, \$10.00 - Lunch, \$12.00 - Dinner), \$.35 per mile, actual lodging costs. other official expenses incurred.

ALL-STATE SOLO FESTIVAL

The maximum performing time will be ten (10) minutes.

No changes to the program will be allowed after the registration deadline has passed.

SCHOLARSHIPS

THE ALABAMA BANDMASTERS/PHOTOGRAPHY BY SUZANNE SCHOLARSHIP

Founded by Suzanne Bailey
Funded by Suzanne Bailey and the Alabama Bandmasters Association
Awarded by the Alabama Bandmasters Association

PURPOSE: To recognize outstanding bandsmen dedicated to musical excellence.

The award is a \$400.00 scholarship applied toward the first year of undergraduate study, payable to the institution upon enrolling. Some years the amount will be more but not less.

CRITERIA The applicant must be a senior and a member of the Alabama All-State Red Band for the current year. Any senior Unassigned Player may apply but only Red Band players may audition.

The applicant must be in good standing with his/her high school and high school band.

TO APPLY: 1) The applicant must return a completed application (found with other forms in the center of this handbook) with a written statement expressing what band has meant to him/her.

2) The applicant must be recommended in writing by his/her Principal and Band Director.

3) The applicant must audition during the All-State Band Festival on All-State Prepared Exercises and Sightreading. A panel of four (4) District Chairmen will conduct the audition. The applicant is responsible for bringing the All-State Audition book.

APPLICATION DEADLINE: FEBRUARY 28

Please mail application and supporting documents to:

Mr. Gene T. Gooch, Executive Secretary
Alabama Bandmasters Association
1913 Conway Drive
Florence, Alabama 35630

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**NATIONAL SCHOOL BANDMASTER FRATERNITY
RHO CHAPTER**

THE LAMAR TRIPLETT SCHOLARSHIP GUIDELINES

- A. The recipient should be a graduating senior of either sex, a member of their high school band, and must have maintained at least a 2.5 G.P.A. their senior year.
- B. Economic need is not necessarily a requirement.
- C. Applicants must plan to major in Music Education, participating in the major performing ensembles in a four-year college or university within the State of Alabama with the intention of becoming a band director upon graduation.
- D. Applicants must write an essay on “Why I Want To Be A Band Director.”
- E. Applicants must be responsible, conscientious students, with demonstrated character and leadership qualities, who have exerted a positive influence on their peers.
- F. The applicant should have participated in events beyond the regular high school band class such as All-State Band, District Solo and Ensemble Festival, All-State Jazz Band and college honor bands.
- G. Students may apply for this scholarship by completing an application which can be obtained from his/her band director. (Applications may be found with other forms in the center of this handbook).
- H. The recipient will be chosen by the Phi Beta Mu Scholarship Committee.
- I. The amount of the scholarship will be determined by the Committee each year and awarded at the annual All-State Band Festival.
- J. The check for this one-year scholarship will be written directly to the four year college or university within the State of Alabama of the recipient’s choice.
- K. The deadline for applications to be received by the Scholarship Committee Chairman is February 1st each year.
- L. Applicant's band director must sign the application and write a letter of recommendation.

RETURN APPLICATION FORMS BY FEBRUARY 1 TO:

Glenn Spiller Chairman	Lamar Triplett Scholarship Fund
2103 Galahad Dr., SW	Decatur, AL 35603

ETIQUETTE GUIDELINES

PERTINENT BY-LAWS

Article XVII. Ethics

Section 1.

The Board of Directors shall act as an Ethics Committee for the Alabama Bandmasters Association.

Section 2.

The Ethics Committee shall be empowered to hold ethics hearings as necessary. The Committee shall have the authority to call before it any member of the Association deemed to be in violation of ABA By-Laws or allegedly exhibiting unethical conduct.

Section 3.

The Committee shall be empowered to levy fines, issue reprimands or other appropriate punishment as it deems necessary.

Our organization is vast, touching many students and adults throughout the state of Alabama. It is our responsibility, as professionals, to act accordingly and to require the same professional standards from the students and adults with whom we work. It is for this reason that these guidelines have been devised. It is understood, however, that the majority of our membership carefully follows these standards already. This outline is designed primarily as a guide for new members and to encourage consistency among the entire membership.

GENERAL BEHAVIOR

A. Directors, Auxiliary Instructors, Staff Members

1. Each year the ABA Handbook must be read and understood.
2. All persons connected with the band Auxiliary program in any way must be given the ABA Handbook information which pertains to their area.
3. District Chairmen are available to answer any question on the Handbook and the policies contained therein.
4. Directors must instruct staff, students, and parents as to their responsibilities and their expected behavior at each ABA Festival and non-Festival activity.
5. Disrespect and unacceptable behavior will not be tolerated and will result in action being taken by the ABA President and the ABA Board of Directors.
6. Band Directors must handle all involvement with the ABA Office (at the District and State level) for all festivals and all ABA events.

B. Band Parents and Other Adults Accompanying Bands and Auxiliary.

1. Parents are instructed to follow all ABA guidelines as given to them by the Band Director/Instructor.
2. These include the following: a) Audio and video taping policies and procedures; b) Camera (photo taking) policies and procedures; c) Audience behavior at all ABA events; d) Hat policy (none worn) at all indoor ABA

events; e) Babies must either remain silent or be removed from all indoor ABA events; f) No parent, accompanist, twirling sponsor or instructor is to contact the ABA Board for any reason. Contact must be made by the Director only.

C. Students

1. Students should know all policies for all events in which they are participating.
2. Comments about other groups should always be positive.
3. Students are never to question an adjudicator about a rating.
4. Students should never display any type of improper behavior around an adjudication area.
5. Disrespect or unacceptable behavior will never be tolerated.
6. Hats and caps are not to be worn at any indoor ABA event.

Mentorship Program For First And Second Year Directors

Statement: It is the desire of the ABA to establish a mentorship program for first and second year directors. The vice-chair of each district shall be responsible for this program.

Objective: The objective of the ABA Mentorship program is to make a novice band director's first and second year of teaching a good experience both for them and the students they teach.

Method: It shall be the responsibility of the vice-chair to assemble a list of first year band directors in their district. The vice-chair will then assign first and second year directors an experienced director as a mentor for the school year. Mentors will be assigned by early September or at least by the fall district meeting. The Vice-chair should use discretion in matching mentors and first year directors. Some discretionary factors are teaching level, proximity, personalities, availability, etc.

Responsibilities of the Mentor

1. Encourage membership and participation in MENC/ABA.
2. Be willing to establish contact with first and second year directors and maintain a rapport with him/her throughout the year.
3. Make sure the apprentice is comfortable to call upon the mentor whenever needed.
4. Establish a timetable with regular contacts that is agreeable to both parties. (monthly, weekly, every two weeks, etc.)
5. Provide sound guidance on the following: ABA handbook; ABA policies; teaching methods (rehearsal techniques, contest preparation, scheduling, music selection, method books, etc.); school administration; public relations; band policies (encourage formation of student guidelines); band booster organization; financial considerations.

Summary: It is not the desire to force the mentorship program on first and second year directors. However, we believe that most new directors will welcome the guidance and assistance that a mentor can offer.

Adopted by the Board of Directors April 10, 1999.

**ALABAMA BANDMASTERS ASSOCIATION
BOARD POLICIES**

Pertinent Bylaws –

Article V. Dues

Section 1.

Dues shall be set by MENC. Dues will cover membership in the Music Educators National Conference. Alabama Music Educators Association and the Alabama Bandmasters Association. All memberships expire on June 30 of each year. Dues and completed membership form shall be sent to:

*Music Educators National Conference, 1806 Robert Fulton Drive
Reston, Virginia 20191 Phone: 800-336-3768*

Publications included will be MUSIC EDUCATORS JOURNAL, TEACHING MUSIC, ALA BREVE, and all current information and news.

Section 2.

Honorary members shall pay no dues.

Section 3.

Dues are paid on an annual basis, and must be remitted to MENC before expiration date.

Section 4.

Only active members in good standing shall have a voice and vote at business meetings of the Association.

Section 5.

Directors must be members of MENC in good standing to participate in any or all ABA activities.

Article XII. Funds

Section 1.

All moneys received from any source whatsoever, including all festivals both district and state, are the funds of the Association and shall be handled as specified in this document.

Section 2.

District Chairmen are accountable to the Executive Secretary for all funds disbursed at the district level.

Article XIII. Parliamentary Authority

ROBERT'S RULES OF ORDER NEWLY REVISED shall be the parliamentary authority for this Association on all matters not covered by the ABA By -Laws.

Article XIV. Amendments

Section 1.

The By-Laws of this Association may be amended at any regular meeting of this Association by a TWO-THIRDS VOTE OF THE ACTIVE MEMBERS PRESENT AND VOTING, provided the amendment and rationale have been presented in writing to the President of this Association prior to the next regularly scheduled Board of Directors meeting. The Board will have the authority to decide whether or not the amendment should be presented to

the membership for consideration. One vote to recommend the amendment for consideration by any member of the Board shall cause the amendment to be publicized either through ALA BREVE or by direct mail to the membership at least 30 days prior to the next regularly scheduled business meeting of the Association.

Section 2.

Any amendment to the Constitution or By-Laws must be presented at a regular meeting of the Association and cannot be voted upon until the next regular meeting after presentation.

Mailing list - Director, School, Address (no phone number) - \$35.00. Each Alabama college music department will be provided one copy annually upon request

OFFICIALS' EXPENSES

\$30.00 per day for meals (\$8.00 - Breakfast, \$10.00 - Lunch, \$12.00 - Dinner), \$.44 per mile, actual lodging costs. other official expenses incurred.

Officers - Board meetings at Summer In-Service Conference, AMEA In-Service Conference and All-State Band Festival, State Competition when serving in an official capacity.

District Chairmen - Board meetings at Summer In-Service Conference and All-State Band Festival , District Competition when serving in an official capacity, committee work.

District Vice-Chairmen - Committee work, or when acting in any of the above capacities of Chairmen.

Committee members - Music Selection Committee and other duly appointed committees.

Individual members - Site chairmen and other duly appointed activities.

OFFICIAL FORMS

It is the policy of the ABA Board of Directors that all official forms (Applications for ABA events, Medal orders, etc.) must **be fully completed** and accompanied by the requisite check to be processed.

Registration forms postmarked one to seven days after the stated deadline must be accompanied by a \$50.00 late fee. If the registration is postmarked more than seven days after the deadline it will be returned and the school principal will be notified.

All Recaps and funds for such event shall be sent to the Executive Secretary within 14 days of the last day of the event. A copy of the Recap shall be sent to the ABA President.

District Calendars should be sent to the President, Executive Secretary and to the Executive Secretary of AMEA.

The deadline for ALL financial reports, Recaps and monies to be turned in is June 1.

REFUNDS

No refunds of fees will be made for cancellations for any event if the cancellation is made after the registration deadline.

ADJUDICATOR'S EXPERIENCE REQUIREMENTS

In order to apply for inclusion in any of the Approved Adjudicator Lists the individual must meet the following experience criteria:

Solo & Ensemble Adjudicator - Five (5) years teaching experience

Alabama Bandmasters Music Performance Assessment Adjudicator - Fifteen (15) years teaching experience with consistent "Superior" ratings at the State level or must be a nationally recognized concert adjudicator.

**ALABAMA BANDMASTERS ASSOCIATION
EXECUTIVE SECRETARY**

Position Title: Executive Secretary, Alabama Bandmasters Association

Qualifications: Must be a member in good standing of ABA; must have taught band in the schools of Alabama for at least ten years; must be bondable and have no record of arrests or convictions; must be willing to go through a thorough background check; must have an exemplary record of fiscal responsibility, both personally and professionally; must have letters of recommendation from ABA colleagues, District Officers, school administrators, and others who can attest to candidate's character and qualifications for the position; must submit application materials by published deadline.

Duties: The Executive Secretary shall provide assistance to elected officials of ABA, keep records of membership in the Association, handle registration at all state-wide events, schedule the state-wide band festival, collect all moneys due the Association for state-wide events, pay all authorized bills, and present a written report of transaction of the office at the business meetings of the Association. Also, maintain inventory of medals, trophies, audio tapes, adjudication forms, etc., receive orders and fees, and distribute awards.

Salary: The Executive Secretary shall receive an honorarium of \$8,400.00 annually, plus travel allowances available to other officers.

Job Review: The Executive Secretary shall be subject to a yearly job review. This review will take place during the month of June and will be the duty of the ABA Board of Directors.

Application procedure: Persons interested in applying for the position should contact the Chair of the Search Committee for an application packet. Candidates will be asked to complete an application binder which will include: letter of application; statement of philosophy; professional vita; letters of recommendation; statement of availability to fulfill the duties of the office.