



ASSOCIATION OF TEXAS SMALL SCHOOL BANDS

ATSSB OUTSTANDING PERFORMANCE SERIES

Duties of the Designated Area Coordinator

Area Coordinators are to plan for and carry out the effective adjudication of recordings from the designated regions/area as assigned by the OPS State Chair. All records from area adjudication should be kept for one year after the state level of adjudication has been completed.

An Digital OPS Tabulation File will be made available for download to each Area Coordinator by the OPS State Chair to utilize in the adjudication of the recordings. The OPS State Chair will have established within the file the alpha-numeric order of the recordings to be heard.

Depending on the quality of Wi-Fi in the area where adjudication is to be held, Area Coordinators may find it best to download the .WAV files to a computer and prior to adjudication to avoid any problems streaming audio from the OPS DropBox server.

If possible, Area Coordinators should secure a USB interface for the computer in order to provide a better transfer of audio source to a good quality stereo system for the playback of OPS recordings.

Judges **MUST NOT** have access to the names of schools being adjudicated until the results have been verified by the Designated Area Coordinator

Area Coordinators are to secure a panel (or panels) of experienced judges to adjudicate the recording on purely aesthetic standards (no scores or comment sheets shall be used). Only current ATSSB members may serve as judges. Exception: After an Area Coordinator has exhausted all attempts to secure ATSSB members as judges, that Area Coordinator may use non-ATSSB members as judges provided those non-ATSSB members are active TMEA members. Area Coordinators are encouraged to use only one or possibly two panels of judges.

All OPS judges may be given a \$75.00 honorarium, which includes all expenses. If more than 35 recordings are entered, each judge may be paid an additional \$2.50 per recording adjudicated. All Area Coordinators may be paid a \$100.00 honorarium for their OPS services plus \$2.50 for each recording adjudicated above 35.

Using a FIVE member panel (or panels) and the Olympic scoring system (omit the highest and lowest scores), the judges will rank all of the MARCHES and all of the CONCERT SELECTIONS in each classification (1C, 2C/3C, 1A/2A, 3A, and 4A). Judges' Forms 2A, 3A, and 4A must be used for MARCHES. Judges' Forms 2B, 3B, and 4B must be used for CONCERT SELECTIONS.

After the adjudication, EITHER email a .PDF of the Results page of the Digital OPS Tabulation File or complete the Certification of Advancement Form (former Page 14) indicating the final rankings and send a copy (email, mail, or FAX) to all schools/directors participating in the competition, the OPS State Chair, and the ATSSB Executive Secretary. Region and Area Coordinators will not be sending any announcements regarding advancing recordings. These shall only come from the OPS State Chair. In addition, send a copy of the OPS Reimbursement Form to the OPS State Chair (opsstatechair@gmail.com OR Collin Anderson; 608 E Walker; Groesbeck TX, 76642) and the ATSSB Executive Secretary (atssb@att.net OR Kenneth Griffin, ATSSB Executive Secretary; 2117 Morse Street; Houston, TX 77019).