

ATSSB Region 4 Rules

1. ATSSB Region 4 Auditions

- a. Auditions will follow the ATSSB Audition procedures as listed on the ATSSB website. Audition music will come from the approved ATSSB list as it is on the website.
- b. Students may use their own music in the audition room.
- c. F-attachment trombone will be considered bass or tenor trombone.
- d. Students may audition on as many instruments as they wish provided they pay the fee for each instrument. Students must decide which instrument they will perform on and will receive ONE patch for performing at the clinic/concert.
- e. In case of conflicts with SAT or ACT testing, students may compete at All-Region Auditions if they are present by 1:30 p.m. on the day of the auditions. The student must be physically present. Taping, etc. is not allowed. (Athletic events & playoff games may also qualify.) Exceptions: Will be dealt with at the discretion of the Region Coordinator.
- f. Adjudication panels of five (5) must be used for High School auditions. An honorarium of \$75.00 will be paid to additional adjudicators as needed.
- g. Attendance: Every director employed full time in a district is required to attend the contests for both Middle School and High School students. If a director cannot attend the contest, it is their responsibility to find and pay a qualified proxy.
- h. Proxies: If the proxy provided is not a director, the Region Coordinator will decide if a proxy is qualified. If a director does not attend and fails to provide a proxy, the Region Coordinator will send a letter to their Principal and Superintendent of the director's school explaining the need for the directors to fulfill their responsibility, ask for their help, and let them know if the problem persists the students could be disqualified in the future. Exception: If the director and assistant(s) have a conflict on the day of the contest then they may be excused from attendance requirements, at the discretion of the Region Coordinator, without penalty or requirement to find a qualified proxy. In this case, it is the director's responsibility to alert the Region Coordinator of this conflict as soon as possible.
- i. Student(s) will NOT be allowed to audition if the head director is not a paid member of ATSSB & TMEA with a membership number prior to the contest.
- j. Both the Head High School and Head Middle School Band Director must be paid members of ATSSB. The High School Band Director's card cannot be used for Middle School entries unless there is no Middle School Band Director.
- k. A student may be denied permission to try out if that student's director does not attend the contest.
- l. The Region Coordinator and the respective organizers will use discretion in placing qualified personnel to adjudicate individual instruments.
- m. Adjudicators must have their backs to the participants. At no time should an adjudicator face the students.
- n. There will be no vocal communication between participant and adjudicator.
- o. The monitor must stand away, OUT OF SIGHT of the participant while the participant is playing.
- p. Tempo must be strictly adhered to. Adjudicators WILL NOT change tempo.
- q. Runners must not let anyone else see results.

- r. Adjudication sheets must be turned in with sufficient information to determine what happened in the room.
- s. Adjudicators need to remain at the contest for 30 minutes after the results of the section they adjudicated.
- t. All ATSSB Region 4 events have a 14 day entry deadline. All entries will be "online". A late entry can be made 7 days prior to a contest. The Region Coordinator has the final say on adding students after the 7 day deadline. Penalties and fees will apply.
- u. No person will be paid to adjudicate region band auditions if he or she is a full time band director in the region.
- v. The Region will pay the fees for students advancing to Area. Individual schools are responsible for reimbursing the region for their advancing students.
- w. The Organizer and the Region Coordinator will specify instructions pertaining to scoring the adjudication forms.
- x. Programs should be printed by a dealer or school if at all possible.
- y. Students are required to follow a "Student Code of Conduct" for ATSSB events. directors and or parents should supervise their students.
- z. An original copy of the audition music must be available in each audition room.
 - aa. It is the contest host's responsibility to provide the original book for each room.
 - bb. At the High School level, sixty percent (60%) of each etude must be heard.
 - cc. Middle School cuts will be at the discretion of the individual panels and the Region Coordinator.
 - dd. There is no memorization requirement at any ATSSB audition.
 - ee. All scales will be heard at the High School auditions.
 - ff. Middle School scales heard at the audition will be at the discretion of the individual panels.
 - gg. Only one student will be in the room to compete at a time. All other students will wait quietly outside the audition room.
 - hh. Each wind audition may begin with a warm-up consisting of only the first note of the first scale and each etude, for no longer than 5 seconds each.
 - ii. Each percussion audition may begin with a 15 second warm-up before each exercise.
 - jj. We will not use Eb, Alto, Contra Clarinets, or bass trombone for Middle School Auditions. Additionally, a valved trombone will not be allowed for any trombone auditions.
- kk. Entry fees are \$15.00 per entry for Concert Bands.
- ll. Entry fees are \$25.00 per entry for Jazz Bands.
- mm. Adjudication panels of three (3) may be used at Middle School Auditions.
- nn. The Region will be divided into North Zone and South Zone for Middle School Auditions.
- oo. Each Zone (MS) will use their own specific music, voted on by the membership of that Zone. Both Zone's music will be posted to the website for download.

2. Region Band Clinic/Concert

- a. It is the director's responsibility to contact the respective band organizer when a student will not be present for the clinic or concert as soon as possible. The respective band organizer will contact the director of the alternate.
- b. The respective band organizer will seat alternates. Directors and clinicians will not make those decisions.
- c. Students selected for the ATSSB Region Band will be required to attend ALL rehearsals and concerts. Membership will be forfeited if a selected student fails to attend all of his/her rehearsals. Students may be disqualified by leaving contest sites and rehearsals early. Conflicts with other organizations, personal discomforts, personal schedule conflicts, etc..., will not constitute a reasonable excuse for missing any rehearsals or concerts. Exceptions will be dealt with at the discretion of the Region Coordinator.
- d. If a student is ill and does not attend all rehearsals or the concert they will not receive a patch.
- e. High School region band music should be distributed the day of the auditions.
- f. If the music cannot be provided by a school in the region, the region will purchase a copy for the clinic and concert. After the concert the music will be held in a region library, by the Region Coordinator, and made available to the Region IV ATSSB members at their request. Bill/purchase requests need to be sent to the Treasurer and not purchased through a school's account, so that records can be clearly kept on what Region IV owns. The Treasurer is responsible for purchasing the needed music. Respective band organizers are responsible for communicating this need to the Treasurer in a timely manner.
- g. The clinic/concert is free to the public.
- h. Each student's director (or a qualified proxy) MUST be in attendance at the rehearsals to assist clinicians and help supervise their students.

3. Officer Elections

- a. The Region Coordinator will be elected for a term of two years, voted on in the **January** meeting.
- b. The Treasurer, High School Band Organizer, North Zone Middle School Band Organizer, South Zone Middle School Band Organizer, and High School Jazz Band Organizer will all be elected by a vote of the region for one (1) year terms, voted on in the **May** meeting. In the event that an officer resigns or is removed from their post, the Region Coordinator will appoint a replacement for the remainder of the term.
- c. The Percussion Organizers will be hired by the Region Coordinator with recommendations by the Middle School and High School Band Organizers.

4. Honor Band Instrumentation

- a. The High School Symphonic Band instrumentation will be as follows:

Flutes - 12
Oboe - 2
Bb Clarinet - 24
Alto Clarinet - 2
Bass Clarinet - 4
Contra-Bass Clarinet - 2
Bassoon - 2
Alto Sax - 6
Tenor Sax - 2
Bari Sax - 2
Trumpets - 14
Horns - 8
Trombones - 10
Bass Trombone - 2
Euphoniums - 8
Tubas - 8
Percussion - 10
String Bass - 2
Total - 120

- b. The High School Concert Band instrumentation will be as follows:

Flutes - 12
Oboe - 2
Bb Clarinet - 24
Alto Clarinet - 2
Bass Clarinet - 4
Contra-Bass Clarinet - 2
Bassoon - 2
Alto Sax - 6
Tenor Sax - 2
Bari Sax - 2
Trumpets - 14
Horns - 8
Trombones - 10
Bass Trombone - 2
Euphoniums - 8
Tubas - 8
Percussion - 10
String Bass - 2
Total - 120

- c. The High School Band alternate numbers will be as follows:

Flutes - 4
Oboe -1
Bb Clarinet - 4
Alto Clarinet - 1
Bass Clarinet - 2
Contra-Bass Clarinet - 1
Bassoon - 1
Alto Sax - 2
Tenor Sax - 1
Bari Sax - 1
Trumpets - 4
Horns - 2
Trombones - 3
Bass Trombone - 1
Euphoniums - 2
Tubas - 2
Percussion - 3
String Bass - 1

- d. The High School Jazz Band instrumentation will be as follows:

Alto Sax - 2
Tenor Sax - 2
Bari Sax - 1
Trumpet - 5
Tenor Trombone - 3
Bass Trombone - 2
Drumset - 2
Jazz Piano - 1
Bass Guitar - 1
Jazz Guitar - 1
Total: 20

- e. The High School Jazz Band alternate numbers will be as follows:

Alto Sax - 1
Tenor Sax -1
Bari Sax - 1
Trumpet - 2
Tenor Trombone - 2
Bass Trombone - 1
Drumset - 1
Jazz Piano - 1
Bass Guitar - 1
Jazz Guitar - 1

- f. The Middle School Band instrumentation will be as follows for the **North** Zone Symphonic Band:

Flutes - 9
Oboe - 2
Bb Clarinet - 16
Bass Clarinet - 3
Bassoon - 2
Alto Sax - 5
Tenor Sax - 3
Bari Sax - 2
Trumpets - 10
Horns - 6
Trombones - 7
Euphoniums - 6
Tubas - 6
Percussion - 8
Total: 85

- g. The Middle School Band instrumentation will be as follows for the **North** Zone Concert Band:

Flutes - 9
Oboe - 2
Bb Clarinet - 16
Bass Clarinet - 3
Bassoon - 2
Alto Sax - 5
Tenor Sax - 3
Bari Sax - 2
Trumpets - 10
Horns - 6
Trombones - 7
Euphoniums - 6
Tubas - 6
Percussion - 8
Total: 85

- h. The Middle School Band instrumentation will be as follows for the **South** Zone Band:

Flutes - 12
Oboe - 2
Bb Clarinet - 24
Bass Clarinet - 4
Bassoon - 2
Alto Sax - 6
Tenor Sax - 4
Bari Sax - 2
Trumpets - 14
Horns - 8

Trombones - 10
Euphoniums - 8
Tubas - 8
Percussion - 10
Total: 114

- i. The Middle School Band alternate numbers will be as follows for both zones:

Flutes - 3
Oboe - 1
Bb Clarinet - 4
Bass Clarinet - 2
Bassoon - 1
Alto Sax - 2
Tenor Sax - 1
Bari Sax - 1
Trumpets - 3
Horns - 2
Trombones - 2
Euphoniums - 2
Tubas - 2
Percussion - 2

5. Honorariums and Fees

Region Coordinator - \$2,000

- a. Set up Contests Online
- b. Download Entries
- c. Maintain Website (appoint Webmaster)
- d. Set High School Adjudication Panels
- e. Make High School Adjudicator & Monitor Folders
- f. Hire High School Wind Ensemble and Symphonic Band Clinicians and approve Clinicians for Jazz Band and both Middle School Bands
- g. Oversee printing of Concert Programs (Except Jazz)
- h. Introduce High School Clinicians at the All-Region concert
- i. Certify Area Entries
- j. Hire someone to provide t-shirts and plaques for region concerts
- k. Preside Over Meetings
- l. Maintain region music library as defined in Section 2, paragraph f.

Region Treasurer - \$750

- a. Maintain Region checkbook
- b. Receive and deposit all payments for All-Region entries, OPS entries, Area entries, and any other payments to the region
- c. Book Hotels, Flights, Car Rents, etc. for Clinicians
- d. Purchase needed clinic music
- e. Keep a running balance ledger of the region's finances
- f. Provide a financial report to the Region at each meeting

North Zone Middle School Band Organizer - \$500

- a. Set Adjudication Panels
- b. Contact and hire clinician, with the approval of the Region Coordinator
- c. Make Concert Folders
- d. Make Adjudicator & Monitor Folders
- e. Communicate programming needs to the Treasurer
- f. Communicate percussion needs to the Percussion Organizer
- g. Be available throughout the clinic and concert to assist the clinician as needed
- h. Introduce North Zone Clinician at the All-Region concert

South Zone Middle School Band Organizer - \$500

- a. Set Adjudication Panels
- b. Contact and hire clinician, with the approval of the Region Coordinator
- c. Make Concert Folders
- d. Make Adjudicator & Monitor Folders
- e. Communicate programming needs to the Treasurer
- f. Communicate percussion needs to the Percussion Organizer
- g. Be available throughout the clinic and concert to assist the clinician as needed
- h. Introduce South Zone Clinician at the All-Region concert

High School Wind Ensemble Organizer - \$300

- a. Make Concert Folders for BOTH High School Bands
- b. Communicate programming needs to the Treasurer
- c. Communicate percussion needs to the Wind Ensemble Percussion Organizer
- d. Be available throughout the clinic and concert to assist the clinicians as needed

High School Symphonic Band Organizer - \$300

- a. Communicate percussion needs to the Symphonic Band Percussion Organizer
- b. Be available throughout the clinic and concert to assist the clinicians as needed

High School Jazz Band Organizer - \$500

- a. Set Adjudication Panels
- b. Contact and hire clinician, with the approval of the Region Coordinator
- c. Communicate programming needs to the Treasurer
- d. Make Adjudicator & Monitor Folders
- e. Make Concert Folders
- f. Arrange to record area students

- g. Arrange for concert recording
- h. Create and print concert programs
- i. Be available throughout the clinic and concert to assist the clinician as needed
- j. Introduce clinician at the All-Region Jazz concert

Percussion Ensemble Organizer - \$500

- a. Contact and hire clinician, with the approval of the Region Coordinator
- b. Communicate with clinic and concert host to determine what equipment is available from host school
- c. Communicate with Region Coordinator to purchase any music needed
- d. Provide any other percussion instruments that are needed beyond what is available at host school
- e. At the clinic and concert, help percussion part assignments
- f. Assist the clinician as needed with percussion needs or problems
- g. Ensure that all borrowed percussion equipment is returned to the proper schools

Band Percussion Organizers - Two High School and Two Middle School - \$200 Each

- h. Selected by the High School and Middle School Band Organizers (With approval by Region Coordinator)
- i. Communicate with clinic and concert host to determine what equipment is available from host school
- j. Communicate with Band Organizers to see what instruments are needed
- k. Provide any other percussion instruments that are needed beyond what is available at host school
- l. At the clinic and concert, help percussion part assignments
- m. Assist the clinician as needed with percussion needs or problems
- n. Ensure that all borrowed percussion equipment is returned to the proper schools

Audition Hosting Fees \$700 TOTAL

- a. Jazz Band \$100
- b. NZ MS Band \$200
- c. SZ MS Band \$200
- d. HS Band \$200

These funds are provided for all duties required to host Auditions.

Directors Meals at Auditions \$1800 TOTAL

- a. The Director's Lounge at the High School Audition will not exceed \$800. This includes refreshments and one meal for directors/adjudicators.
- b. The Director's Lounge at each Middle School Audition is not to exceed the cost of \$400 per contest (x2). This includes refreshments and one meal for directors/adjudicators.
- c. The Director's Lounge at the Jazz Band Audition is not to exceed \$200.

Clinic/Concert Hosting Fees \$600 TOTAL

- a. Jazz Band \$200
- b. MS Bands \$200

- c. HS Bands \$400

Clinician Honorariums and Fees \$6,700 TOTAL (plus travel expenses)

- a. Jazz Band Clinician - \$1,200 (plus travel expenses)
- b. High School Percussion Ensemble - \$1,000 (plus travel expenses)
- c. NZ MS Band - \$1,000 (plus travel expenses)
- d. SZ MS Band - \$1,000 (plus travel expenses)
- e. Symphonic Band - up to \$1,500 (plus travel expenses)
- f. Wind Ensemble - up to \$2,000 (plus travel expenses)
- g. Travel
 - aa. Hotels for Clinicians - up to \$160 per night, not to exceed 3 nights
 - bb. Mileage amount will match current IRS Rate
 - cc. Car Rental for clinicians flying (if applicable), not to exceed 4 days

Outstanding Performance Series Adjudication Fees (Reimbursed by ATSSB)

- a. Adjudication of OPS entries. Rates will be set by ATSSB.
- b. Region Coordinator Session Fee. Rates will be set by ATSSB.