

# **ATSSB Region 9 Rules**

Updated: 6/13/25

## ARTICLE I. NAME AND COMPOSITION

Section 1.1. Name. This organization shall be known as Region 9 of the Association of Texas Small School Bands, hereinafter referred to as “Region 9” or “the Region.”

Section 1.2. Composition of Region. As decided by the State Board of Directors of the Association of Texas Small School Bands (ATSSB), the Region shall be composed of those schools and their directors that are within the geographical boundaries established by the University Interscholastic League (UIL) for regions 9 and 33 of that organization. Region 9 is a part of the ATSSB East Area.

## ARTICLE II. MEMBERSHIP

Section 2.1. Classes of Membership. In accordance with the ATSSB Constitution, there shall be four classes of membership: Active, Associate, Honorary Life, and College Division.

Section 2.2. Active Members. Any person holding Active Membership in ATSSB and who is employed by a school within Region 9 or, if retired, resides within the boundaries of a school district in the Region, may vote in region business meetings, hold region office, and enter students in auditions for the Region 9 All-Region Bands.

Section 2.3. Associate Members. Associate members of ATSSB who reside within the boundaries of a school district in Region 9 or who are otherwise interested in the activities of the Region may attend region business meetings but shall have no vote. Associate members of ATSSB may not hold region offices or enter students in region auditions.

Section 2.4. Honorary Life Members. Any person who has been granted Honorary Life Membership by ATSSB while an Active Member at the time the honorary membership was granted shall retain all rights and privileges of Active Membership for life. Such Honorary Life Members who are employed by a school within Region 9 or who reside within the boundaries of a school district in the Region may vote in region business meetings, hold region office, and enter students in auditions for the Region 9 All-Region Bands.

Section 2.5. College Division Members. College Division Members who reside or attend a college or university within the boundaries of a school district in Region 9 may attend region business meetings but shall have no vote. College Division Members of ATSSB may not hold region offices or enter students in region auditions.

## ARTICLE III. MEETINGS AND QUORUM

Section 3.1. Annual Meeting. The annual meeting of Region 9 shall be held during the All-Region Clinic planned according to Section 7.1. At the annual meeting the minutes

from the previous year's annual meeting and all other meetings held since then shall be read and approved, the financial report from the previous fiscal year as well as a year to-date financial report shall be read and approved, the region officers shall be elected in accordance with Article IV, and other business may be conducted as the officers or voting members feel is necessary for the good of the Region.

Section 3.2. Called Meetings. Additional meetings of the Region may be held throughout the year, usually in conjunction with the Fall and Spring TMEA Region meetings. Other such meetings may be called by the Region Coordinator on his or her own initiative or, upon the special request of any ten Active Members, by the ATSSB President.

Section 3.3. Meeting Notices. Notice of the date and time of each meeting of the Region must be made in writing to all Active Members of the Region at least 10 business days prior to such meeting being held. Such written notice may be made by postal or electronic mail. Notices should also be posted online at the Region website.

Section 3.4. Quorum. Twenty percent of the Active Members of the Region shall constitute a quorum. No business other than adjournment shall be conducted without a quorum.

#### ARTICLE IV. OFFICERS

Section 4.1. Officers. The officers of the Region shall be the Region Coordinator and such other officers as the Region may decide to elect at its annual meeting.

Section 4.2.1. Qualifications of Region Coordinator. The Region Coordinator shall be concurrently employed as a band director or assistant director in a Conference A, AA , AAA and AAAA high school in Texas, or a current director or assistant director of a junior high or middle school band which feeds a Conference A, AA, AAA and AAAA high school band in Texas as defined by the University Interscholastic League, or a current director or assistant director of a private middle school through the eighth grade, or anyone who has retired from any of these positions as an Active Member.

Section 4.2.2. Duties of Region Coordinator. The Region Coordinator shall be a member of the State Board of Directors and shall call meetings of the Region and appoint committees as he/she deems necessary. He/She shall encourage, solicit and enlist members within the Region. He/She shall perform other duties provided herein, as directed by the members of the Region, or that otherwise pertain to the presiding office.

Section 4.3. Terms of Offices and Vacancies. The Region Coordinator and other elected officials shall serve for a term of two years. Vacancies shall be filled by appointment of the ATSSB President to fill unexpired terms or until the Region membership can meet to elect a successor.

Section 4.4. Compensation of Officers. The Region Coordinator shall be paid an annual stipend of \$750.00. The Region Treasurer shall be paid an annual stipend of \$150.00. The Region Secretary shall be paid an annual stipend of \$150.00. Each organizer of the Jazz, MS and HS Region Band/Percussion shall be paid a stipend of \$100.00. Other elected officers of the Region may be paid a stipend if approved by majority vote of the members

present and voting at any properly called meeting of the Region. An additional stipend should be paid/offered to the region contest host sites director in the amount of \$100.00.

Section 4.5. Oath of Office. I, (repeat your full name), realizing the dignity attendant upon the position I hold and the responsibility involved as (repeat the name of your office), do promise to carry out the duties of this position to the best of my ability until my successor has been duly appointed or elected and installed. I furthermore promise to uphold the Constitution and By-Laws, rules and regulations, and to serve ATSSB faithfully, always working for the advancement of small school bands in the state of Texas.

## ARTICLE V. FINANCES

Section 5.1. Fiscal Year. The Region's fiscal year shall commence on August 1st and shall end on the following July 31st.

Section 5.2. Bank Account. The Region Coordinator shall establish a checking account for the receipt and disbursement of all region funds. The Region Coordinator shall be the sole signatory to the account unless the Region chooses to elect another officer (e.g., a Region Treasurer) to be an additional signatory to the account.

Section 5.3. Authorized Disbursements. The Region Coordinator or other designated region officer shall cause to be paid all stipends and fees authorized herein. The Region Coordinator may also pay other expenses as necessary to carry out the All-Region auditions and the All-Region Clinic and Concert.

Section 5.4. Financial Reports. The Region Coordinator (and/or the Region Treasurer if one is elected) shall provide a full report of all income and expenses as provided for by Section 3.1 and upon the request of any member at any meeting of the Region.

## ARTICLE VI. ALL-REGION BAND AUDITIONS

Section 6.1.1. All-Region Bands. Each year the Region Coordinator shall arrange auditions to select students for each of two All-Region Bands. Students in grades 6-8 may audition for placement in the Middle School All-Region Band, and students in grades 9-12 may audition for placement in the High School All-Region Band. The auditions will be conducted in accordance with the rules established by ATSSB in conjunction with the Texas Music Educators Association (TMEA). Students selected as members of either of the All-Region Bands will receive a recognition patch and will participate in a clinic and concert as provided for by Article VII. The results of the high school auditions will also be used to select region representatives for the ATSSB East Area auditions where the selected students will compete for placement in the ATSSB All-State Bands.

Section 6.1.2. Date of Auditions. The date(s) of the All-Region Band auditions for the next school year shall be chosen at the annual meeting. If necessary, the date(s) of the auditions may be changed at a subsequent meeting of the Region by a two-thirds vote.

Section 6.1.3. All-District Bands. Removed from our local level. No more "District Band"

recognition in Region 9.

Section 6.2. Instrumentation of Middle School All-Region Band, not to exceed:

- 5 All-Region flutes
- 1 All-Region oboes
- 7 All-Region Bb clarinets
- 1 All-Region alto clarinets
- 2 All-Region bass clarinets
- 1 All-Region contra-alto and/or contra-bass clarinets
- 1 All-Region bassoons
- 3 All-Region alto saxophones
- 1 All-Region tenor saxophones
- 1 All-Region baritone saxophones
- 7 All-Region trumpets/cornets
- 4 All-Region French horns
- 5 All-Region tenor trombones
- 1 All-Region bass trombones
- 2 All-Region baritones/euphoniums
- 4 All-Region tubas
- 7 All-Region combined percussion

Section 6.3. Instrumentation of High School All-Region Band, not to exceed:

- 5 All-Region flutes
- 1 All-Region oboes
- 7 All-Region Bb clarinets
- 1 All-Region alto clarinets
- 2 All-Region bass clarinets
- 1 All-Region contra-alto and/or contra-bass clarinets
- 1 All-Region bassoons
- 3 All-Region alto saxophones
- 1 All-Region tenor saxophones
- 1 All-Region baritone saxophones
- 7 All-Region trumpets/cornets
- 4 All-Region French horns
- 5 All-Region tenor trombones
- 1 All-Region bass trombones
- 2 All-Region baritones/euphoniums
- 4 All-Region tubas
- 7 All-Region combined percussion

Section 6.4.1 Entry Fees. Each school entering students in the All-Region Band auditions must pay a campus fee of \$100.00. In addition, a fee of \$20.00 per student entered shall be assessed.

Section 6.5. Entry Procedure. All entries for All-Region auditions must be completed in the online system made available on the TMEA web site. Instructions are included on that web site. Students must be entered by the head band director of the school they attend. The

signed entry form printed from the TMEA online system, a copy of the ATSSB entry cover sheet that includes a copy of the head band director's current ATSSB membership card, and full payment of all entry fees must be postmarked to the Region Coordinator by the entry deadline announced on the Region web site, which shall be 14 calendar days prior to the date of the auditions. If the date 14 days prior to the date of the auditions is a Saturday, Sunday, or another day on which most schools are not in session, the Region Coordinator shall extend the entry deadline to the next day on which most schools are in session. The Region Coordinator may, at his or her sole discretion, certify late entries (including those for which payment is late), but only in the most extenuating circumstances and only if there is no detrimental impact on the audition process. The late and final online student entry will be 7 days prior to the day of audition. Correction to an existing student entry may be made between 13 and 7 days prior to the audition without penalty, but any student entry added less than 14 days but more than 7 days prior to the contest will result in an additional 100% student late fee. Entries begun less than 14 but more than 7 days prior to the contest will be assessed a 50% additional CAMPUS fee charge and 100% student fee charge. A CAMPUS entry created less than 14 days prior to the contest will be subject to the TMEA Grievance Process. Directors will be allowed to add or change student entries the day of the audition. The 50% additional CAMPUS and 100% additional student late fees will be assessed. All fees must be paid prior to the start of auditions.

Section 6.5.1. Entry on Multiple Instruments. Students may be entered to audition on no more than two different instruments. The \$20.00 entry fee must be paid for each instrument on which a student is entered.

Section 6.6 High School Audition Materials. High school students (grades 9-12) will audition using materials as listed in the ATSSB Prescribed Audition List (PAL). Students will only be required to prepare the first 5 staves of each etude as listed in the PAL. The judging panel may select a shorter cut of material for the auditions so long as at least 50 percent of the portion of each etude that students were required to prepare is heard. For wind instruments, students will also be required to perform 2 of the major scales appearing in the PAL (to be selected by the judging panel) as well as the chromatic scale appearing in the PAL.

Section 6.7. Middle School Audition Materials. Middle school students (grades 6-8) will audition using approved Region 9 selected materials. Audition materials will occur on a three-year cycle using materials labeled as X, Y and Z. Students will only be required to prepare the first 3 staves of each etude. The judging panel may select a shorter cut of material for the auditions so long as at least 50 percent of the portion of each etude that students were required to prepare is heard. For wind instruments, students will also be required to perform 2 of the major scales appearing in the Middle School audition materials (to be selected by the judging panel) as well as the chromatic scale appearing in the Middle School audition materials.

Section 6.8. Use of Music. Students will be permitted to use printed sheet music for any of the required audition selections, including scales; memorization will not be required. It is suggested that copies of the required music, with the exact cuts of the audition etudes and the exact scales to be performed clearly noted, be provided on a stand in the audition room.

Section 6.9. Audition Procedures. The official audition rules and procedures that appear in the ATSSB PAL shall be followed for both middle school and high school auditions except as noted herein.

Section 6.9.1. Entering the Audition Room. For each instrument section, all students auditioning on that instrument will enter the audition room together. A chair and stand for the auditioning student should be placed as close as possible to, and facing, the judging panel, which will be behind a curtain or other visual shield. Other students should sit at least 6 feet farther away from the judging panel than the rear-most part of the audition chair.

Section 6.9.2. First Audition Round for Wind Instruments. Prior to commencing the auditions, the chair of the judging panel will ensure that all students are aware of the selected audition cuts and scales. The chair of the judging panel will then direct the monitor to time a 30-second warm up for all students in the room. At the conclusion of the 30 seconds, the student with the first audition number will perform the required scales and the slow etude, followed by each of the other students in order of audition letter. Prior to performing, each student will be allowed a one-breath warm up as provided for in the official ATSSB audition rules. After every 3-5 students (determined by the chair of the judging panel based on the total number of auditioning students), the monitor will time a 30-second warm up for all students in the room. The monitor should ensure that all students warm up at every opportunity to ensure a fair audition experience for everyone.

Section 6.9.3. Second Audition Round for Wind Instruments. After all students have performed the required scales and slow etude, the monitor will time another 30-second warm up and then have the student with the first audition letter return to the audition chair to perform the fast etude. The fast etude will then be performed in turn by each student in order of audition number, with 30-second warm ups provided at the same interval as during the first round of the auditions. Prior to performing, each student will be allowed a one-breath warm up as provided for in the official ATSSB audition rules. The monitor should ensure that all students warm up at every opportunity to ensure a fair audition experience for everyone. All students must remain in the audition room until the auditions have concluded.

Section 6.9.4. Percussion Auditions. Percussion auditions will be conducted in the same manner as provided for in Sections 5.9.1, 5.9.2, and 5.9.3 except that there will be three auditions rounds (first round is snare, second round is mallets, third round is timpani) and instead of a "one-breath" warm up each student will be allowed to warm up prior to performing as provided for in the official ATSSB percussion audition rules. Said warm up is to be a 5 second roll on the first note of the selection. 30-second warm ups will be conducted after every 3-5 students have performed (determined by the chair of the judging panel based on the total number of auditioning students) and between audition rounds.

Section 6.9.4.1. Tuning of Timpani. For high school auditions, each student will be required to tune the timpani as provided for in the official ATSSB percussion audition rules. After each student has performed the timpani etude the monitor will make sure that all tuning pedals are lowered to the floor. For middle school auditions, the monitor

will tune the timpani to the required pitches before the first student auditions and will periodically check to make sure that the timpani remains in tune for the entire audition process.

Section 6.10. Judges. All directors (head and assistants) of schools with students entered in the auditions are expected to be present for judging duties. If a director cannot be present at an audition, he or she is expected to personally hire a qualified replacement as well as designate in writing a proxy to speak for his/her students in case of any emergency. The Region Coordinator may hire qualified judges from outside of the region at a rate of \$75 per audition for a certified teacher and \$50 per audition for a college student in order to expedite the audition process. The official judging procedures listed in the ATSSB PAL shall be followed for both middle school and high school auditions. It is recommended that prior to each student performing the chair of the audition panel verbally confirm the audition letter of the student to perform. Judges shall maintain professional decorum at all times.

## ARTICLE VII. ALL-REGION CLINIC AND CONCERT

Section 7.1. Date of Clinic and Concert. The date(s) of the All-Region Clinic and Concert for the next school year shall be chosen at the annual meeting. If necessary, the date(s) of the clinic and concert may be changed at a subsequent meeting of the Region by a two-thirds vote.

Section 7.2. Clinic and Clinician. The All-Region clinic may be held over one or two days, which will be decided in the course of choosing the date(s) for the clinic at the annual meeting. The Region Coordinator shall solicit recommendations for the next year's clinicians at the annual meeting by a preferential voting system agreed upon by the members present. The Region Coordinator shall then contact and offer employment as clinician to candidates in the preference order that was decided upon. The clinician for each All-Region Band shall be paid a fee upon completion of services as agreed upon by the Region.

Section 7.3. Participation. Each student selected to one of the All-Region Bands shall participate in the clinic and concert. Should a student who was selected to an All-Region Band be unable to participate in the clinic and/or concert, that student's director must immediately notify the Region Coordinator so that the next available alternate may be invited to participate. Students who do not participate in the entire clinic as well as the concert shall not receive a recognition patch and will not be recognized as a member of the All-Region Band. Alternates who participate fully in the clinic and concert due to a vacancy created by another student will receive the recognition patch and will be officially recognized as a member of the All-Region Band.

Section 7.4. Obligations of Area and All-State Students. Students from Region 9 who are certified to the Area level through the All-Region Band auditions and/or selected to the All-State Band are obligated to participate fully in the All-Region Clinic and Concert. In the event that such a student does not fully participate in the clinic and concert, the Region Coordinator shall file an appeal within 72 hours following the conclusion of the All-Region

Concert to have the student removed from the All-State process in accordance with the official ATSSB Appeals Process.

## ARTICLE VIII. ALL-REGION JAZZ ENSEMBLE AUDITIONS

Section 8.1. All-Region Jazz Ensemble. Each year the Region Coordinator shall arrange auditions to select students for the All-Region Jazz Ensemble. Students in grades 9-12 may audition for placement in the All-Region Jazz Ensemble. The auditions will be conducted in accordance with the rules established by ATSSB in conjunction with TMEA. Students selected as members of the All-Region Jazz Ensemble will receive a recognition patch, and will perform in a concert. The results of the auditions will also be used to select region representatives to advance to the Area level where they will audition for the ATSSB All-State Jazz Ensemble.

Section 8.2. Date of Auditions. The All-Region Jazz Ensemble auditions should be held approximately two weeks prior to the certification deadline for Area level representatives, which is the second Saturday in October. The exact date for the next year's auditions shall be chosen at the annual meeting. If necessary, the date of the auditions may be changed at a subsequent meeting of the Region by a two-thirds vote.

Section 8.3. Instrumentation for performing High School All-Region Jazz Band is as follows:

- 2 Alto Saxophones
- 2 Tenor Saxophones
- 1 Baritone Saxophone
- 3 Tenor Trombones
- 1 Bass Trombone
- 5 Trumpets
- 1 Bass Guitar
- 1 Jazz Guitar
- 1 Piano
- 2 Drums

Section 8.3.1. The instrumentation of the All-Region Jazz Ensemble which will be certified to the Area level, is as follows:

- 2 alto saxophones
- 2 tenor saxophones
- 1 baritone saxophone
- 3 trumpets
- 4 tenor trombones
- 1 bass trombone
- 1 guitar
- 1 bass guitar
- 1 piano
- 2 drum sets

Section 8.4. Entry Fees. Each school entering students in the All-Region auditions must pay a campus fee of \$100.00. In addition, a fee of \$20.00 per student entered shall be assessed.

Section 8.5. Entry Procedure. The entry procedure for the All-Region Jazz Ensemble auditions shall conform to the procedure stated in Section 6.5.

Section 8.5.1. Entry on Multiple Instruments. Students may not be entered on multiple instruments for the All-Region Jazz Ensemble auditions.

Section 8.6. Audition Material. The audition material for the All-Region Jazz Ensemble auditions will be the same as the music for the Area level auditions and is available from Mattei Music Services. Students will be required to perform all of the required pieces in their entirety for both the All-Region Jazz Ensemble auditions and the Area level recording.

Section 8.7. Audition and Judging Procedures. The official audition rules and procedures that appear on the ATSSB Jazz web page shall be followed. Immediately following the results of a section being declared final, the students selected to the All Region Jazz Ensemble and thus certified to the Area level from that section shall begin the Area level recording process. To facilitate this, the audition host should provide a suitable room separate from the audition room for the recording process. The Region Coordinator shall hire a recording technician and pay him or her a designated fee, voted on by the region, upon completion of services.

Section 8.8. Judges. All directors (head and assistants) of schools with students entered in the auditions are expected to be present for judging duties. If a director cannot be present at an audition, he or she is expected to personally hire a qualified replacement as well as designate in writing a proxy to speak for his/her students in case of any emergency. The Region Coordinator may hire qualified judges from outside of the Region at a flat rate of \$100 per day in order to expedite the audition process.

## ARTICLE IX. AMENDMENT OF RULES AND REGULATIONS

These Rules and Regulations for Region 9 may be amended by majority vote of the members present and voting at any properly called meeting of the Region, provided that no rule or regulation may be adopted that is in conflict with the ATSSB Constitution or By-Laws.