

# TMEA Region 4 & 21

## Orchestra Division

### Region Handbook

#### I. Offices

##### 1. Region Chair:

- An elected office, the Region Chair will serve a 2-year term. The Region Chair will be elected at the spring meeting every even numbered year (2018, 2020, etc.)
- Duties and responsibilities as outlined in the state region chair handbook.
- Oversee and handle all high school region activities and coordinate with middle school coordinator on all middle school activities.
- Handle all financial transactions for the orchestra division. Keep an accurate record of financial transactions, balance checkbook, and pay all bills for the orchestra division.
- Communicate and coordinate with the band division chair regarding dates for region clinic/concert and winds, brass, and percussion auditions.
- Assign judging duties as necessary.

##### 2. Middle School Coordinator:

- A Middle School Coordinator will be elected or appointed by the region chair at the spring meeting every even numbered year (2016, 2018, etc.)
- Coordinate and run all middle school region activities.
- Keep in close communication with region chair.
- Must get approval from the region chair on all financial activities for middle school events prior to event.
- Assign judging duties as necessary.

#### II. All-Region Orchestra (TMEA):

##### 1. Audition Entry Process:

- All directors will use the TMEA entry program and follow the TMEA-approved entry process. No deviations from this process will be allowed.
- It is the individual director's responsibility to make sure he/she follows the entry process and guidelines for student eligibility.
- Entries are to be completed electronically through the TMEA website; <http://www.tmea.org/> (or Charms). Computer entries will allow for late entries and *Per TMEA Policy; a 50% additional campus and 100% additional student late fees will be assessed.*
- Entry fees are presently set at \$10.00 per middle school student and \$10 per high school student. In addition, a \$25.00 campus fee for entries totaling less

than \$50.00 will be assessed. Fees will be re-evaluated by the Orchestra Division Chair each year. The All-State taping fee will be \$25.00 per student.

**The following items must be mailed to the region chairman to complete the entry process and must be postmarked within 5 days of the entry deadline.**

1. The printed entry with Director's Statement of Responsibility
2. Summary Sheet.
3. A copy of directors/sponsor's TMEA membership card.
4. Attach only one school/booster club check or money order for fees from schools.

Attn: Lisa Lininger  
Kilgore Middle School  
455 Baughman Rd  
Kilgore, TX 75662

2. Audition Material:

- High School audition material will include 3-4 excerpts including etudes and scales.
- Audition material will be available via email only to current TMEA members, or any other means as determined by the Region Chair. Audition materials will not be mailed.

3. Audition Material Selection:

- A committee chosen at the Fall meeting will present audition materials to the region chair for approval.
- Directors wishing to submit ideas for region orchestra pieces should contact the region chair.

4. Audition Notification Will Include:

- Site and date for Auditions
- Site and date for Clinic/Concert
- Site and date for All-State recording (HS)
- Fees
- Entry deadline

5. Director Audition Requirements:

- All directors/sponsors entering students must be a member of TMEA and hold a valid membership card.
- ***As stated in Section II Article I of the TMEA Eligibility Requirements for Auditions:*** All directors/sponsors must be present at all TMEA activities and willing to participate in the audition process by serving as a member of the judging panel(s) as assigned by the region chairman or by serving in other capacities as assigned by the region chairman. A proxy **must have prior approval** from the Region Chair.

- Do not enter a student who expects conflicts of any kind or length of time during the scheduled rehearsal times. Students will not be excused for doctor's appointments, soccer games, family reasons, etc.
- State Eligibility Rules apply to their participation in the All-Region Orchestra. Students must be eligible in accordance with UIL rules.

#### 6. Student Participation Requirements:

- If chosen to participate, each student will attend all scheduled rehearsals and the performance. Any student taping for All-State (HS) must be available for all Region rehearsals and performances as asked, or his/her tape will be disqualified.
- All TMEA functions are considered extra-curricular activities and are subject to Texas No Pass-No Play rules.
- All students participating are required to be on time to each scheduled Region event (audition, rehearsal, and performance). Students arriving late are subject to loss of chair or removal from Region Orchestra. Additionally, any HS student arriving late may lose All-State privileges by removal via the TMEA Appeals Process.
- Student behavior during the audition process and all rehearsals should be professional and mature. If at any time a student is deemed to be a distraction to any TMEA event due to behavior issues they may be moved to a lower chair by the Region Chair.

#### 7. Auditions:

- String auditions will follow TMEA Audition Procedures. All rooms must follow this same procedure.
- The judges must hear each student play a portion of each of the prescribed cuts before auditions are complete.
- Tabulated audition results shall be available for inspection by directors for **one hour** following the conclusion of the entire audition. No results will be allowed to leave the contest office (via picture, copy, or text) during the **one hour** inspection time period. At the end of this period the results are subject to the TMEA appeals process. Directors shall have access to a complete ranking list of all students.
- The one-hour time period for finalizing results allows directors and judges to verify the accuracy of the audition results.
- Results posted on-site will list all students in final order.
- A student may be subject to removal from the audition if they are disruptive during the audition process or have an incomplete audition.

#### 8. Region Orchestras:

- High School All-Region: one full orchestra with the winds, brass, & percussion coming from Region 4&21 Orchestra Wind Auditions. Middle School All-Region: one string orchestra.
- The size for HS string sections will be 16/16/14/14/8
- The size for MS string sections will be; 12/12/10/10/4
- MS violin I and II shall be assigned in the following order;

1-4 violin I; 5-8 violin II; 9-12 violin I; 13-16-violin I  
17-24-violin II

- The (HS) wind section size will be determined prior to the wind audition by the band division chair and orchestra division chair.
- Audition panels may decide, with the approval of the Region Chair, to **increase** the number of students selected based on observed proficiency in the auditions.

#### 9. Clinician fees:

- Honorarium for Clinicians – To be no more than \$600 per clinician.
- Mileage will be paid according to the current Texas State Mileage guide.
- Meal reimbursement will be paid in accordance with TMEA.

#### 10. Other honorariums:

- Auditions host - \$300.00
- Clinic/Concert host - \$300.00
- State recording engineer-\$300.00
- Region Chair-\$500.00
- Region chair shall be compensated by the region for 1 hotel night if attending TODA for the purpose of “Region Chair Training” and TMEA travel expenses when not covered by a school district. In addition, the region chair will be compensated for mileage when attending TMEA events for the region or state.

#### 11. Clinic/Concert host:

- Work with organizers to secure rehearsal space with correct numbers of chairs and stands. Stands will be secured from other schools if necessary. Truck rental to transport stands may be paid for by the Region if school or personal vehicles are not available.
- Arrange percussion needs for all performing groups.
- Must be present at clinic/concert at all times.
- Arrange for microphone on stage for concert.

#### 12. Programs for Clinic/Concert:

- Region chair will arrange to have programs typed and printed.

#### III. All-State Auditions and Taping:

- All procedures and policies set forth by TMEA will be followed.
- There may be two or more taping rooms running simultaneously dependent on the number of entries.
- A professional recording technician will be hired for each room to record the auditions.
- Each audition will be duplicated electronically.
- All-State taping fee for Region 4&21 will be \$25.00.

Area Certification:

- A student may not submit a recording for both Area Orchestra and Area Jazz.
- The judges must hear each student play a portion of each of the prescribed selections, etudes, or excerpts before auditions are complete to be certified for area.

Addendum for 2020-2021 HS Region Orchestra

- Due to safety and scheduling concerns, the HS Region orchestra will be a String only orchestra for this year only.
- String seating will remain at 16/16/14/14/8