

**Michigan School Band and Orchestra Association**

# **District V**

2011-2012

# **District Handbook**

September 2011

Members and Colleagues,

The Executive Board of District 5 hopes this packet of forms and information will make your school year go more smoothly. We have included our district activities, dates, locations, and chair people.

When entering students in a festival, please remember District Solo and Ensemble and District Band and Orchestra Festival **MUST** be entered **ONLINE**.

Appropriate entry fees must be sent along with the printed invoice. The invoice must include your principal's signature. The entry and fee must be postmarked by the deadline stated in our District V Handbook in order to avoid being disqualified from festival participation. It is strongly recommended directors send entries and fees via registered mail so there is a confirmation of receipt. It is a good idea to always keep a copy of your entry forms for your own files.

If you find yourself in doubt, please do not hesitate to call a member of the Executive Board. We are here to help you. Remember all deadlines are firm. If you are in need of help because something is going wrong and you find it difficult to make a deadline, please call the state office immediately **BEFORE** the deadline and they will help you out. The state office number is: (517) 347-7321. Then please call the member of the District Executive Board or the Chairperson in charge of the event and communicate your dilemma with them too.

Jo Ann Gross	President
Steve Shaw	Vice-President for Band and Orchestra
Heidi Schlosser	Vice-President for Solo and Ensemble
Dawn Gergen	Vice-President for Workers
Linda Murray	Vice-President for Orchestral Activities
Matthew Shephard	Secretary
Mike Bentley	Treasurer
Garret Ernst	Past President

## **Topics/Items Covered in this Packet**

- List of District Officers and Chair People
- Important District Dates
- District Marching Band Festival Entry Form
- Junior High All Star Weekend Information
- Worker Preference Form
- Solo and Ensemble Festival Information
- Band and Orchestra Festival Information
- Teacher of the Year Form
- Video Library Information and Catalog
- District V Constitution and By-Laws
- Operational Policies
- Application to Host a District V MSBOA Festival

## **District V, MSBOA Officers 2011-2012 & List of Committee Chairs**

**President:** Jo Ann Gross  
(2nd Term, expires 2013)  
**Home Address:** 3750 West Wing Road  
Mount Pleasant, MI 48858  
**Home Phone:** (989) 560-5625  
**School:** Shepherd HS and MS  
**School Phone:** (989) 828-6601 ext. 4427  
**e-mail:** joagross@gmail.com

**1<sup>st</sup> Vice-President for B & O:** Steve Shaw  
(1<sup>st</sup> term, expires 2012)  
**Home Address:** 436 Brandon Street  
Owosso, MI 48867  
**Home Phone:** (989) 627-1150  
**School:** Freeland Schools  
**School Phone:** (989) 695-2586 ext. 3255  
**e-mail:** shaws@freeland.k12.mi.us

**2nd Vice-President for S & E:** Heidi Schlosser  
(1<sup>st</sup> term, expires 2013)  
**Home Address:** 3292 Paulan Dr.  
Bay City, MI 48706  
**Home Phone:** (989) 529-0025  
**School:** Auburn Bay City Western HS and MS  
**School Phone:** (989) 662-4481 ext. 6195  
**e-mail:** schlosserh@bcschools.net

**3rd Vice-President for Workers:** Dawn Gergen  
(Interim)  
**Home Address:** 2142 Starlite Drive  
Saginaw, MI 48603  
**Home Phone:** (989) 980-0211  
**School:** Saginaw Carrollton  
**School Phone:** (989) 753-3433 ext. 428  
**e-mail:** dgergen@carrollton.k12.mi.us

**4th Vice-President for  
Orchestral Activities:** Linda Murray  
(Interim)  
**Home Address:** 1408 Scott Street  
Midland 48642  
**Home Phone:** (989) 839-0692  
**School:** Midland Public Schools  
**School Phone:** (989) 923-5772  
**e-mail:** murraylm@mps.k12.mi.us

**Secretary:** Matthew Shephard  
(2nd Term, expires 2013)  
**Home Address:** 2055 E. Stewart Road  
Midland, MI 48640  
**Home Phone:** (989) 513-3505  
**School:** Sanford Meridian HS and MS  
**School Phone:** (989) 687-3347  
**e-mail:** mwshephard@yahoo.com

**Treasurer:** Mike Bentley  
(expires 2013)  
**Home Address:** 11717 Lennon Rd.  
Lennon, MI 48449  
**Home Phone:** (810) 621-3041  
**School:** Byron Schools  
**School Phone:** (810) 266 4671  
**e-mail:** d5mjb53@yahoo.com

**Past President:** Garret Ernst  
**Home Address:** 4292 Benjamin Rd.  
Perry, MI 48872  
**Home Phone:** (517) 468-2031  
**School:** Perry Schools  
**School Phone:** (517) 625-0051  
**e-mail:** ernstg@perry.k12.mi.us

### **Committee Chairs**

**Elementary -**  
**F.I.C. -** Roger Stevens  
**Marching Band –** Roy Davis  
**Music Ed -** Dawn Gergen  
**Member Emeritus –** Jo Ann Gross  
**Youth Arts -** Kristy Keenan  
**JRHS All Star Weekend –** Jill Turner

## District V MSBOA Schedule of Events 2011-2012

<b>Event</b>	<b>Date</b>	<b>Application Deadline</b>	<b>Location</b>	<b>Officer/Chairperson</b>
Fall Meeting -5:30 p.m. dinner -7:00 p.m. meeting	September 12 <sup>th</sup> , 2011	NA	Famous Dave's, Saginaw	Jo Ann Gross
Marching Band Festival	October 17 <sup>th</sup> , 2011	September 26 <sup>th</sup> , 2011	Willman Field - Owosso	Roy Davis
Rain Date for Marching Festival	October 24 <sup>th</sup> , 2011	September 26 <sup>th</sup> , 2011	Willman Field - Owosso	Roy Davis
All State Band Auditions	October 29 <sup>th</sup> and 30 <sup>th</sup> , 2011	October 3 <sup>rd</sup> , 2011	Owosso HS	Carl Knipe
Winter JH/MS Solo and Ensemble Festival	December 3 <sup>rd</sup> , 2011	October 7 <sup>th</sup> , 2011	Perry HS	Heidi Schlosser
Winter Meeting -5:30 p.m. dinner -7:00 p.m. meeting	January 9 <sup>th</sup> , 2012	NA	Ghengis Khan, Midland	Jo Ann Gross
Junior High All Star Weekend	January 14 <sup>th</sup> and 15 <sup>th</sup> , 2012	November 11 <sup>th</sup> , 2011	St. Johns HS, St. Johns	Jill Turner
HS Solo and Ensemble Festival	February 18 <sup>th</sup> , 2012	December 5 <sup>th</sup> , 2011	Owosso HS	Heidi Schlosser
District Band and Orchestra Festival-1 <sup>st</sup> Weekend	March 2 <sup>nd</sup> and 3 <sup>rd</sup> , 2012	November 11 <sup>th</sup> , 2011	Perry, Bay City Western, and Midland Central MS	Steve Shaw
District Band and Orchestra Festival-2 <sup>nd</sup> Weekend	March 16 <sup>th</sup> and 17 <sup>th</sup> , 2012	November 11 <sup>th</sup> , 2011	Perry, St. Johns, and Frankenmuth	Steve Shaw
Spring JH/MS Solo and Ensemble Festival	April 14 <sup>th</sup> , 2012	February 10 <sup>th</sup> , 2012	Perry High School	Heidi Schlosser
Spring Meeting -5:30 p.m. dinner -7:00 p.m. meeting	May 7 <sup>th</sup> , 2012	NA	Drew's Steakhouse and Pub, Owosso	Jo Ann Gross

# DISTRICT MARCHING BAND FESTIVAL ENTRY FORM

Festival Date: Oct 17<sup>th</sup>, 2011                      Entry Deadline: September 26<sup>th</sup>, 2011  
Rain Date: Oct 24<sup>th</sup>, 2011                      Entry Fee: \$ 75.00  
Site: Owosso High School                      Payable to: Treasurer, District V

## **CHECKS MUST BE ENCLOSED WITH THIS APPLICATION!**

NAME OF SCHOOL \_\_\_\_\_  
SCHOOL ADDRESS \_\_\_\_\_  
DIRECTOR'S NAME \_\_\_\_\_  
SCHOOL PHONE (        ) \_\_\_\_\_ HOME (        ) \_\_\_\_\_  
BEST TIME TO CALL SCHOOL \_\_\_\_\_ HOME \_\_\_\_\_  
MSBOA CLASSIFICATION \_\_\_\_\_ ENTERING CLASS \_\_\_\_\_

**\*\*\*SEE MSBOA YEARBOOK FOR FESTIVAL RULES AND GUIDELINES\*\*\***

## **PROGRAM INFORMATION**

NAME OF BAND \_\_\_\_\_  
NAME OF DIRECTOR(S) \_\_\_\_\_  
OTHER INSTRUCTORS \_\_\_\_\_  
DRUM MAJOR(S) \_\_\_\_\_  
NUMBER OF PARTICIPANTS IN THE GROUP \_\_\_\_\_

## **MUSICAL SELECTIONS**

(Indicate how you would like to have them listed in the program)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NOTE: By completing and signing this form, you are committing your school to join the MICHIGAN SCHOOL BAND AND ORCHESTRA ASSOCIATION (MSBOA) for current school year.**

\_\_\_\_\_  
(Principal's Signature)

\_\_\_\_\_  
Director's Signature)

**RETURN THIS FORM ALONG WITH THE \$75.00 ENTRY FEE POSTMARKED BY  
September 26<sup>th</sup>, 2011 TO:**

Roy Davis, Jr  
Marching Festival  
2860 W. Hyde Rd  
St. Johns, MI 48879

School Phone: (989) 227-4179  
Best Time: After 1pm.  
Home Phone: (989) 224-0212  
Best Time: 7:00 p.m. - 9:00 p.m.

## District V MSBOA Junior High All Star Weekend Information

1. The All-Star Weekend is Saturday, January 14<sup>th</sup> and Sunday, January 15<sup>th</sup>, 2012.
2. It will be held at St. Johns High School, St. Johns, Michigan.
3. Five to ten students (depending upon director response) will be chosen from each participating school.
4. A selection committee will meet to decide on the instrumentation and numbers for the All-Star Groups.
5. Placement of chairs and the selection of soloists will be at the nominated directors' discretion. That information will be made available at the MSBOA winter meeting.
6. Students will practice on Saturday (lunch will be provided at no cost), have some social time, and give a concert Sunday afternoon.
7. Overnight housing will **NOT** be provided by the host school. Information on motels will be made available.
8. In order for your students to participate, you must fulfill a work assignment. You must help with the sectionals and full rehearsals on Saturday.
9. Complete the online application (15 names of your top instrumentalists) no later than Friday, November 11<sup>th</sup>, 2011. As soon as you receive the confirming e-mail, have your Principal sign it and mail to the chairperson at:

Jill Turner  
400 N. Comstock St.  
Corunna, MI 48817

10. **Your confirming e-mail, signed by your principal, that you will be sending in, MUST BE accompanied by a \$50.00 School Entry Fee and must be postmarked on or before November 11<sup>th</sup>, 2011.**

## What is District V Junior High All Star Weekend?

For the last 41 years, the membership of District V has taken turns hosting the JH/MS All-Star Weekend. It was designed as an event to honor some of our most accomplished young musicians, while at the same time, exposing them to outstanding conductors and fellow performers. It has become a highlight of yearly schedules.

As a conductor of a middle school or junior high ensemble, you will be asked to nominate your top fifteen instrumentalists **before** November 11<sup>th</sup>, 2011. This nomination procedure is done On-Line at the District V Web Site. This list will then be used to select all of the students for the performing ensembles. *Please, no 6<sup>th</sup> or 9<sup>th</sup> graders, unless they are a permanent part of your 7<sup>th</sup> and 8<sup>th</sup> grade program.* The selection process will take place in mid - November and your school will be notified as to how many and which students were selected to attend before the winter MSBOA membership meeting. The number of your students selected depends on the number of participating schools and band/orchestra sizes.

The music and the All-Star schedule/expectations will be handed out at the Winter MSBOA meeting. If for some reason a student selected cannot make it to All-Star weekend it is the director's responsibility and expectation to notify the chairperson so the seat can be filled promptly and appropriately.

On Saturday, January 14<sup>th</sup>, 2012, students and directors will meet at St. Johns High School for check - in. Afterwards, students will proceed to either their full ensemble rehearsals or sectionals. The schedule and procedure will be determined by the nominated director, chairperson, and host. Lunch will be provided free for all students and directors. Each school's director needs to make arrangements for the students' overnight accommodations, whether returning home or staying in a local motel.

Sunday afternoon, January 15<sup>th</sup>, 2012, the ensembles will again assemble for last minute preparations and the public will be invited to witness a spectacular concert event. The district charges a \$3.00 admission at the door. After the concert, the students are free to return to their homes.

What is your role as a director? In order to have your students partake of this great weekend, you must fill out and send in the appropriate recommendation forms, confirming e-mail, and \$50.00 school fee postmarked on or before the deadline date. You must also be present on Saturday to assist with rehearsals and possibly play in a Director's Jazz Band!



# MSBOA District V Worker Preference Form 2011-2012

This form is due October 3rd, 2011, to Dawn Gergen

So that our festivals can run smoothly, we need to have the directors assist. Assignments will be made as close as possible to your requests. Please be advised that if you send students to a Solo and Ensemble Festival, you will work THAT FESTIVAL.

Director's Name \_\_\_\_\_  
Home Address \_\_\_\_\_  
City \_\_\_\_\_ State **Michigan** Zip \_\_\_\_\_  
Home Phone \_\_\_\_\_ Best Time \_\_\_\_\_

School Address \_\_\_\_\_  
City \_\_\_\_\_ State **Michigan** Zip \_\_\_\_\_  
School Phone \_\_\_\_\_ Best Time \_\_\_\_\_

## **High School Solo and Ensemble Festival: February 18<sup>th</sup>, 2012**

\_\_\_\_ I do not send students to High School Solo and Ensemble Festival  
OR

Work Preference: \_\_\_\_\_ A.M. \_\_\_\_\_ P.M.

Instrument Preference: 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

## **Band and Orchestra Festivals:**

Weekend #1: March 2<sup>nd</sup> and 3<sup>rd</sup>, 2012

Weekend #2: March 16<sup>th</sup> and 17<sup>th</sup>, 2012

B/O work preferences are entered during the on-line registration process. If emergency situations arise, contact the VP for Workers, Dawn Gergen ASAP.

## **Junior High Solo and Ensemble Festival:**

\_\_\_\_ I do not send students to Junior High Solo and Ensemble  
OR

I will be sending students to the: \_\_\_\_\_ December 3<sup>rd</sup>, 2011 Festival at **Perry High School**  
\_\_\_\_\_ April 14<sup>th</sup>, 2012 Festival at **Perry High School**

Work Preference: \_\_\_\_\_ A.M. \_\_\_\_\_ P.M.

Instrument Preference: 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

Please complete this form and return it to the address listed below as soon as possible. Your cooperation in this matter will make lots of people happier at festival time.

**PLEASE NOTE WORKER RULE: In the event that a director does not fulfill his/her work assignment, their students (school) will not be allowed to enter the same type of festival/event (B/O, S/E, or All-Star) the following year.**

**Send the completed form to:**

**Dawn Gergen  
2142 Starlite Drive  
Saginaw, MI 48603**

## Solo and Ensemble Festival Information Page

### District V Solo and Ensemble Festival Dates and Locations:

SENIOR HIGH

Saturday, February 18<sup>th</sup>, 2012

JUNIOR HIGH

Saturday, December 3<sup>rd</sup>, 2011

Perry High School

Saturday, April 14<sup>th</sup>, 2012

Perry High School

\*\*\*\*\*ALL ENTRIES MUST BE DONE ON-LINE\*\*\*\*\*

### Deadlines (Postmark) for Entries:

SENIOR HIGH:        December 5<sup>th</sup>, 2011

JUNIOR HIGH:        Winter: October 7<sup>th</sup>, 2011  
                              Spring: February 10<sup>th</sup>, 2012

**Festival Fees:** Make check payable to **TREASURER, DISTRICT V MSBOA** (no P.O.'s or "promises" will be accepted).

Type of Event	Fee	Type of Event	Fee
Piano Solo	\$15.00	Quintet	\$25.00
Solo	\$14.00	Sextet	\$30.00
Duet	\$16.00	Septet	\$35.00
Trio	\$21.00	Octet	\$40.00
Quartet	\$24.00	Chamber Ensemble	\$5.00 per person

Mail completed application, computer forms and check to:

**Heidi Schlosser**  
**500 West Midland Road**  
**Auburn, MI 48611**

Reminder: Medal Awards are included in the entry prices. No additional monies are needed to purchase Medals.

Complete rules and information can be found in the MSBOA 2011-2012 Yearbook. As a qualifying festival, **the District must observe all State rules as found in the Yearbook and current Federal copyright laws.**

**Note: Junior High events must be a minimum of 1 ½ minutes in length.**  
**Senior High events must be a minimum of 2 minutes in length.**

## Solo and Ensemble Information-Page 2

*The following are some of the rules which are commonly the cause of misunderstandings, please go over them carefully:*

1. A student may enter a maximum of three (3) events. If a student enters more than one solo, the solos must be on different instruments. Students may perform in two (2) Chamber Ensembles in addition to the above.
2. High school and junior high district festival performers will be allowed 6 minutes for setting up, tuning, and playing the event. The adjudicator will have an additional two (2) minutes for comments and completing the sheet.
3. Solos need not be memorized.
4. Repeats, D.C.'s, or D.S.'s may NOT be added to the music to meet minimum time requirements.
5. Each event MUST provide the adjudicator with an ORIGINAL copy of the solo or an ORIGINAL Full Score (aligned) of an Ensemble, with every measure numbered, or no rating will be given. Check the Yearbook for details.
6. If an accompanying piano part is published for an event, it MUST be played as part of the performance or no rating will be given.
7. Ensembles MUST perform with ONE PERSON per part as defined by the score.
8. Chamber Groups do not have to play music from any designated list – free selection is permitted. Note the minimum and maximum time limits listed for Chambers in the Yearbook. However, any chamber music that is taken from the MSBOA “Suggested List” meets all qualifications for performance, regardless of performance time.
9. All parts written for an ensemble must be played.
10. Sixth grade students are not allowed to participate in Solo and Ensembles.
11. (District Policy) “Boom Boxes” are not allowed to be played at the festival.

## **Band and Orchestra Festival Information Page**

### **District V Band and Orchestra Festival Dates and Locations:**

March 2<sup>nd</sup> and 3<sup>rd</sup>, 2012: Perry, Auburn Bay City Western, and Midland Central

March 16<sup>th</sup> and 17<sup>th</sup>, 2012: Perry, St. Johns, and Frankenmuth

**\*\*\*\*ALL BAND AND ORCHESTRA ENTRIES MUST BE COMPLETED ON-LINE\*\*\*\***

**Deadline (Postmark) for ALL entry materials (including check): November 11, 2011**

**Festival Fees:** Make checks payable to **TREASURER, DISTRICT V MSBOA**

All Junior High Ensembles	\$140.00
Senior High Class AA, A, and B	\$150.00
Senior High Class C and D	\$140.00

If you are hosting any District Festival this year, you are allowed to enter 1 group at no expense (2 groups if hosting a FULL SOLO AND ENSEMBLE FESTIVAL). All Star Weekend host also is allowed to enter one group at no expense.

Mail Completed application (one copy) and check (no P.O.'s or promises) to:

**Steve Shaw**  
8250 Webster Rd.  
Freeland, MI 48623

Rules and other information can be found in the MSBOA 2011-2012 Yearbook. As a qualifying festival, the District must observe all State rules as found in the current Yearbook.

A school that fails to meet the specified deadline date, for any reason whatsoever, may enroll in the District Festival for an extended limited time of one week by paying a \$100 per event late entry fee. The director must telephone Steve Shaw informing him of the forthcoming application prior to the original deadline. The application must be postmarked or delivered to Steve Shaw no later than the Friday following the original deadline.

**Barring the late entry provision of one week, late entries will not be accepted.**

Be sure to check the 2011-2012 MSBOA Basic Music List for required music lists. This can be found On-Line.

**PLEASE DO NOT FORGET YOUR WORK ASSIGNMENT**

# MSBOA District V Teacher of the Year Nomination Form

Qualifications for teacher of the year are as follows:

1. Fundamental musicianship of the highest caliber.
2. Service to students.
3. Service to the community.
4. Service to the profession.
5. Consistency in the above categories for a number of years.

After the deadline, all entries will be forwarded to the person(s) administering the district web page where they will be made available for all members to see. Copies of each of the nominees will be made available at the Spring Meeting where the membership will be given a ballot and vote. Nominations must be submitted by the established deadline. Nominations from the floor will NOT be accepted. You may nominate any director from within or outside our district.

**Please complete the following form and mail it to:**

Jo Ann Gross  
3750 West Wing Road  
Mount Pleasant, Michigan 48858

**\*Entries must be postmarked by Friday, March 2<sup>nd</sup>, 2012\***

Date of Nomination \_\_\_\_\_ Candidate Name \_\_\_\_\_

School \_\_\_\_\_ Home Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ Home Phone \_\_\_\_\_

School Phone \_\_\_\_\_ Candidate for: Band      Orchestra  
(Circle One)

Please complete the above form and mail it along with the following page for the **“Candidate Resume and Statement of Support.”** You must use only the area inside the box for the **“Candidate Resume and Statement of Support.”**

## **Candidate Resume and Statement of Support**

Please include all qualifying information when writing this statement **IN THIS SPACE:**

## Video Library

District Five has secured a number of video tapes that are available to the membership to use. The only expense will be the return postage. The video tapes will be sent in a mailer with a return address card. We suggest that the tapes be returned within a two week period. Simply contact Kathy Peretz, Midland HS, for the tapes you would like to use.  
(peretzk@mps.k12.mi.us)

1. **Developing Woodwind Ensembles**-The University of Wisconsin-Madison Series-Featuring the WINGRA Woodwind Quintet. 1 Hour. Discusses the performance, rehearsal, awareness of other group members, breathing, body movement, pitch tendencies, articulation, blend and balance, style and interpretation.
2. **Developing Brass Ensembles**- The University of Wisconsin-Madison Series-Featuring the Wisconsin Brass Quintet. 1 Hour. Discusses the performance, concepts, ensemble leadership, articulation, balance, dynamics, style, attacks and releases, inner voices, intonation, character, interpretation and stage presence.
3. **Hill on Horn**- The University of Wisconsin-Madison Series-Featuring Douglas Hill. 1 Hour and 45 Minutes. Covers posture, breathing, embouchure, aperture, mouthpiece placement, dynamic ranges, practice tips, and several performances.
4. **Rabin on Strings (Vol. 1 & 2)**- The University of Wisconsin-Madison Series-Featuring Marvin Rabin. Vol. 1= 2 Hours. Vol. 2=1 Hour and 45 Minutes. Vol. 1 covers group teaching, starting students, literature. Specifics on the violin and the viola. Vol. 2 covers the end of the section on viola, the cello, and the bass.
5. **Sinta on Sax**- The University of Wisconsin-Madison Series-Featuring Donald Sinta. 2 Hours. Covers the beginning student, the concept, the strap, breathing, embouchure, attacks, intonation, vibrato, dynamics, tonguing, articulation, and range.
6. **Phillips on Tuba**- The University of Wisconsin-Madison Series-Featuring Harvey Phillips. 1 Hour and 30 Minutes. Covers the relationship of the tuba to the musical family, tone, range, embouchure, posture, personality, potential, the prospective tuba student, when should a student start and on what instrument, what can a teacher do to work for good sounds, the mouthpiece and several performances.
7. **Sewrey on Concert Percussion**- The University of Wisconsin-Madison Series-Featuring James Sewrey. 2 Hours. Covers the snare drum, mallet-keyboard instruments, timpani. Developing the independent single stroke, reading basic notation, rolls, alternating strokes and dampening techniques.
8. **Play the Clarinet**- Featuring Jack Brymer. No time listed. Takes the student step by step through the basic techniques required for good playing.
9. **Your Unlimited Potential**- Dr. Tim Lautzenheiser. 52 Minutes. Dr. Tim's presentation at the Bands of America Workshop.
10. **How the Brain Affects Teaching**- Featuring Bryant Poole. 36 Minutes. **A Pattern for Success**- Featuring Mike Davis. 1 Hour.
11. **Creativity for Directors**-Featuring Dr. Francis McBeth. 38 Minutes. **Personal Keys to Building a Champion Total Program**- Featuring Gary Green. 1 Hour.
12. **Think Big for Small Bands**- Featuring Steve Brockway. 1 Hour. **Let's Band Together**- 47 Minutes.

13. **Computer Basics for Band Directors-** A Bands of America Workshop featuring Den Snoeck and Charles Menghini. 48 Minutes.
14. **Dynamic Leadership for Bands Parts 1, 2, and 3-** Featuring Steve Broakway and the Spirit of Alberta Band. Each part is 1 Hour.
15. **Building Leadership Pt. 1-** Features George Parks of the Drum Major Academy. 37 Minutes. **Pt. 2-** Features Major Truman Crawford, Tim Lautzenheiser and Charles Menghini. 37 Minutes.
16. **Dr. Tim's Truths....About Band Directing-** Featuring Dr. Tim Lautzenheiser. 1 Hour, 17 Minutes.



## Michigan School Band and Orchestra Association District 5

# Operational Policies

1. **All MSBOA State policies, appearing in the Yearbook, will be considered District policies except where otherwise noted.**

2. **Festival Entry Deadlines:**

All District Festival applications must be postmarked or delivered to the District Officer by the deadline listed in the district handbook. A school that fails to meet the specified deadline date, for any reason whatsoever, may enroll in the festival for an extended limited time of one week by paying a \$25.00 per event late entry fee (for solo and ensemble festival, with a maximum of \$100.00 per school) or a \$100.00 per event late fee (for band and orchestra festival). The director must telephone the district festival chairman and inform him/her of the forthcoming application prior to the end of the extended limited week. The application must be postmarked or delivered to the appropriate address no later than the Friday following the original deadline.

In the case of an unscheduled school closing during the week immediately preceding the deadline, the deadline for assessing the late entry fee will be adjusted an equal number of days. The “extended” second week final deadline will not be adjusted. An administrator’s verification of the dates that the school was closed must accompany the application.

A festival application is acceptable when all on-line entry forms have been completed, an administrator has signed where appropriate, and the check is received.

**Barring the late entry provision of one week, a school will not be allowed to enter a festival.**

3. **Use of Student Teachers:**

District V recognizes the important role its members play in mentoring university student teachers. Participation in district activities while under the guidance of the supervising teacher is valuable experience. However, district festival work assignments are for the district member to fulfill. A student teacher will NOT be considered a suitable substitute for a district member. They can, and should, attend, observe, and may participate under their mentor’s direct supervision in tasks such as running a room and announcing ensembles.

**4. Work Assignments:**

Each district member, after entering students in a festival or district event such as All-Star Weekend, will be given a work assignment designed to promote the smooth operation of the festival. It is the member's responsibility to complete this assignment as outlined in the MSBOA Yearbook. (See MSBOA Festival Worker Policy.)

This includes attendance at the worker meeting held at the festival site. Failure to fulfill this work assignment will result in disciplinary action against the member.

**5. District 5 Junior High All-Star Weekend**

The Junior High All-Star Weekend selection committee will consist of the chair, the district Past President, and two members at large, appointed by the district President.

# Application to Host a MSBOA District V Festival

Application should be made to the President as soon as possible since sites will be made at the Spring General Membership Meeting.

**This is an application to host:** (one application per festival)

- |  |   |
|--|---|
| _____ High School Marching Band Festival     | _____ Band and Orchestra Festival (1 <sup>st</sup> Weekend) |
| _____ Junior High Solo and Ensemble (Winter) | _____ Band and Orchestra Festival (2 <sup>nd</sup> Weekend) |
| _____ Junior High All-Star                   | _____ Junior High Solo and Ensemble (Spring)                |
| _____ Senior High Solo and Ensemble          |   |

Director's Name \_\_\_\_\_  
Home Address \_\_\_\_\_  
City \_\_\_\_\_ State **Michigan** Zip \_\_\_\_\_  
Home Phone \_\_\_\_\_ Best Time \_\_\_\_\_

School Address \_\_\_\_\_  
City \_\_\_\_\_ State **Michigan** Zip \_\_\_\_\_  
School Phone \_\_\_\_\_ Best Time \_\_\_\_\_

**Solo and Ensemble:** Include a map of your school floor plan and a map to the school.

Each performance section needs a sound barrier so that sounds do not interfere with other nearby performing rooms. Each performance room needs to have a warm-up room. These do not have to have sound barriers – except from performance rooms.

NUMBER OF SECTIONS YOU COULD HOST? \_\_\_\_\_ NUMBER OF PIANOS YOU COULD PROVIDE? \_\_\_\_\_

**Band and Orchestra:** Include a map of your school floor plan and a map to the school. Please describe your facilities.

WARM UP ROOM \_\_\_\_\_  
PERFORMANCE ROOM \_\_\_\_\_  
SIGHT READING ROOM \_\_\_\_\_

**Marching Band:** Include a map to your school and a field area map showing access routes. Describe your facilities, include warm up areas and press box.

---

---

---

We hereby agree to host the requested festival if approved by the MSBOA District V Executive Board and membership. The date(s) have been reserved on our district facilities use calendar and there are no conflicts in our school on the date(s) requested. We also agree to notify all schools and directors assigned to our site of their schedule at least two weeks prior to the festival date and return necessary information to the MSBOA District V officer(s) within one week after the festival. In return, District V will provide one paid entry to the current years Band and Orchestra Festival for each festival hosted (two entries for hosting a full Solo and Ensemble site of 12 sections or more or the Junior High All Star Band Weekend). **MSBOA District V shall not be held financially liable for any building operational, rental and/or maintenance expense fees.**

\_\_\_\_\_  
Director's Signature Date

\_\_\_\_\_  
Principal's Signature Date