

Michigan School Band and Orchestra Association

District V

2009-2010

District Handbook

September 2009

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 all of our district activities, their dates, locations, and chair people.

When entering students in a festival, remember that all District Solo and Ensemble as well as District Band and Orchestra Festivals **MUST** be entered **ONLINE**. Appropriate entry fees must be sent, along with the printed invoice that includes your principal's signature, postmarked by the deadline stated in the Handbook in order to avoid being disqualified from festival participation. We strongly recommend sending via registered mail so there is a confirmation of receipt. Always keep a copy of your entry forms for yourself.

If you find yourself in doubt, do not hesitate to call a member of the Executive Board. We are here to help you.

Jo Ann Gross	President
Ed Turner	Vice-President for Band and Orchestra
Doug Lull	Vice-President for Solo and Ensemble
Heidi Schlosser	Vice-President for Workers
Linda Ryden	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 2009-2010 & List of Committee Chairs

President: Jo Ann Gross
(1st Term, expires 2011)
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
e-mail: jagross@edzone.net

1st Vice-President for B & O: Ed Turner
(2nd term, expires 2010)
Home Address: 7201 Bancroft
Bancroft, MI 48414
Home Phone: (989) 634-5682
School: Durand Schools
School Phone: (989) 288-8732
e-mail: turner@durand.k12.mi.us

2nd Vice-President for S & E: Doug Lull
(2nd term, expires 2011)
Home Address: 2099 Avalon Circle
Bay City, MI 48708
Home Phone: (989) 714-5887
School: Bay City John Glenn High School
School Phone: (989) 684-7510 ext. 283
e-mail: doug_lull@yahoo.com

3rd Vice-President for Workers: Heidi Schlosser
(1st term, expires 2010)
Home Address: 3292 Paulan Dr.
Bay City, MI 48706
Home Phone: (989) 684-9218
School: Auburn Bay City Western HS and MS
School Phone: (989) 662-4489 ext. 6195
e-mail: schlosserh@bcschools.net

4th Vice-President for Strings: Linda Ryden
(1st term, expires 2010)
Home Address: 5800 Summerset Drive.
Midland, MI 48640
Home Phone: (989) 832-8610
School: Midland Jefferson MS, Midland Dow HS
School Phone: (989) 923-5873
e-mail: ryden66@charter.net

Secretary: Matthew Shephard
(1stTerm, expires 2011)
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 2011)
Home Address: 11717 Lennon Rd.
Lennon, MI 48449
Home Phone: (810) 621-3041
School: Byron Schools
School Phone: (810) 266-4620
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 - Iris Haynes
F.I.C. - Roger Stevens
Marching Band - Mike Tolrud
Music Ed - Dawn Gergen
Member Emeritus - Roger Stevens
Youth Arts - Kristy Keenan

District V MSBOA Schedule of Events 2009-2010

Event	Date	Application Deadline	Location	Officer/Chairperson
Fall Meeting -5:30 p.m. dinner -7:00 p.m. meeting	September 14 th , 2009	NA	Zehnders, Frankenmuth	Jo Ann Gross
Marching Band Festival	October 12 th , 2009	September 25 th , 2009	St. Johns HS, St. Johns	Mike Tolrud
Rain Date for Marching Festival	October 19 th , 2009	September 26 th , 2009	St. Johns HS, St. Johns	Mike Tolrud
All State Band Auditions	October 31 and November 1, 2009	October 1 st , 2009	Perry HS	Garret Ernst
Winter JH/MS Solo and Ensemble Festival	December 5 th , 2009	October 16 th , 2009	Bay City Western, Auburn	Doug Lull
Winter Meeting -5:30 p.m. dinner -7:00 p.m. meeting	January 11 th , 2010	NA	Ghengis Khan, Midland	Jo Ann Gross
Junior High All Star Weekend	January 16 th and 17 th , 2010	November 27 th , 2009	St. Johns HS, St. Johns	Heidi Schlosser
HS Solo and Ensemble Festival	February 20 th , 2010	December 7 th , 2009	Owosso High School, Owosso	Doug Lull
District Band and Orchestra Festival-1 st Weekend	March 5 th and 6 th , 2010	November 13 th , 2009	Perry, Bay City Western, and Midland Central	Ed Turner
District Band and Orchestra Festival-2 nd Weekend	March 19 th and 20 th , 2010	November 13 th , 2009	Perry, St. Johns both days and Frankenmuth on Saturday only.	Ed Turner
Spring JH/MS Solo and Ensemble Festival	April 17 th , 2010	February 12 th , 2010	Perry High School	Doug Lull
Spring Meeting -5:30 p.m. dinner -7:00 p.m. meeting	May 3 rd , 2010	NA	Lefty's Steakhouse, Owosso	Jo Ann Gross

DISTRICT MARCHING BAND FESTIVAL ENTRY FORM

Festival Date: Oct 12th, 2009 Entry Deadline: September 25th, 2009
Rain Date: Oct 19th, 2009 Entry Fee: \$ 75.00
Site: St. Johns 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 _____

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

PROGRAM INFORMATION

NAME OF BAND _____
NAME OF DIRECTOR(S) _____
OTHER INSTRUCTOR(S) _____
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 the current school year.

(Principal's Signature)

Director's Signature)

RETURN THIS FORM ALONG WITH THE \$75.00 ENTRY FEE POSTMARKED BY September 25th, 2009 TO:

Michael Tolrud
Marching Festival
2337 N. Hickory Rd
Owosso, MI 48867

School Phone: (989) 729-5725
Best Time: 12:00 P.M -12:45 P.M./or 2:45 – 3:30 P.M.
Home Phone: (989) 729-2251
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 16th and Sunday, January 17th, 2010.
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 directors' discretion.
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 IN ORDER OF PLAYING ABILITY) no later than Friday, November 27th, 2009. As soon as you receive the confirming e-mail, have your Principal sign it and mail to the host, Heidi Schlosser, 3292 Paulan Drive, Bay City, Michigan 48706.**
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.**

What is District V Junior High All Star Weekend?

For the last 39 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 27th, 2009. This nomination procedure is done On-Line at the District Web Site. This list will then be used to select all of the students for the performing ensembles. *Please, no 6th or 9th graders, unless they are a permanent part of your 7th and 8th grade program.* The selection process will take place in early January and your school will be notified as to how many and which students were selected to attend. The number depends on the number of participating schools.

On Saturday, January 16th, 2010, students and directors will meet at a hosting school, TBA, early in the morning for sectionals. Afterwards, students will proceed to their full ensemble rehearsals. 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 17th, 2010, 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.

Where do you fit into this process? You fit in three places. 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. You must also be present on Saturday to assist with rehearsals.

Saturday, January 16th, and Sunday, January 17th, 2010

MSBOA District V Worker Preference Form 2009-2010

This form is due October 2nd, 2009, to Heidi Schlosser

So that our festivals can run smoothly, we need to have the directors assist. We would like to have all work assignments made by the middle of January, so that you can plan well in advance to avoid any conflicts. 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 – it is the only way we can make it work.

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 20th, 2010

_____ 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 5th and 6th, 2010

Weekend #2: March 19th and 20th, 2010

B/O work preferences are entered during the on-line registration process. If emergency situations arise, contact the VP for Workers, Heidi Schlosser 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 5th, 2009 Festival at **Bay City Western**
_____ April 17th, 2010 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:

**Heidi Schlosser
3292 Paulan Drive
Bay City, MI 48706**

Solo and Ensemble Festival Information Page

District V Solo and Ensemble Festival Dates and Locations:

SENIOR HIGH

Saturday, February 20th, 2010 Owosso High School

JUNIOR HIGH

Saturday, December 5th, 2009 Bay City Western
Saturday, April 17th, 2010 Perry High School

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

Deadlines (Postmark) for Entries:

SENIOR HIGH: December 7th, 2009

JUNIOR HIGH: Winter: October 16th, 2009
Spring: February 12th, 2010

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:

Doug Lull
3201 Kiesel Rd.
Bay City, MI 48706

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 2009-2010 Yearbook. As a qualifying festival, **the District must observe all State rules as found in the Yearbook.**

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 Chamber Ensembles in addition to the above.
2. In the high school and junior high festivals, 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) Wear no School Identification (uniforms), please.
12. (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 5th and 6th, 2010: Perry, Auburn Bay City Western, and Midland Central

March 19th and 20th, 2010: Perry, St. Johns, and Frankenmuth (on Saturday only)

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

Deadline (Postmark) for ALL entry materials (including check): November 13, 2009

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 and check (no P.O.'s or promises) to:

Ed Turner
9575 E. Monroe Rd.
Durand, MI 48429

Rules and other information can be found in the MSBOA 2009-2010 Yearbook. As a qualifying festival, the District must observe all State rules as found in the current Yearbook.

Be sure to check the 2009-2010 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 5th, 2009

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 Band selection committee will consist of the host, the conductors, 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 st Weekend) |
| _____ Junior High Solo and Ensemble (Winter) | _____ Band and Orchestra Festival (2 nd 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