

ASSOCIATION OF TEXAS SMALL SCHOOL BANDS



Region 1

Rules and Guidelines

(Updated June 4th, 2018)

Region 1 will observe all rules and guidelines as set forth by the ATSSB State Board of Directors.

PARTICIPATION

- A. Participation is limited to schools in Region 1 eligible for membership in the Association of Texas Small School Bands. Eligibility according to state ATSSB bylaws is:
 1. University Interscholastic League Class A, AA, AAA and AAAA schools and their feeders.
 2. Private high schools whose enrollment falls into the Class A, AA, AAA, and AAAA parameters and their feeders as approved by the ATSSB State Board.
- B. Head directors at each eligible school must be current members of the ATSSB and the TMEA. The head junior high director must also be a paid member of ATSSB and TMEA; the high school director's card cannot be used.
- C. In order to participate, students must be eligible according to the current ATSSB, TMEA, and UIL Rules of Eligibility.

1. The High School Bands will be comprised of students in grades nine (9) through twelve (12).
2. The Junior High Bands will be comprised of students approved by the membership.

ENTRY PROCEDURE

- A. Deadline for the entry will be fourteen (14) days prior to the audition.
- B. The late and final online entry student online entry will be seven (7) days prior to the day of the audition.
- C. Correction to an existing student entry may be made between thirteen (13) and seven (7) days prior to the audition without penalty, but any student added less than fourteen (14) days but more than seven (7) days prior to the contest will result in double the student fee.
- D. New campus entries begun less than fourteen (14) but more than seven (7) days prior to the contest will be assessed double the student fee and will be subject to the TMEA grievance process.
- E. Directors will be allowed to add or change student entries the day of the contest but an additional quadruple the student fee will be assessed.
- F. All fees must be paid or supported by a school purchase order prior to the start of auditions.
- G. All entries will be done online and a hard copy must be sent to the Region Coordinator. Hard Copy must include the Entry Cover Sheet with a copy of the director's current ATSSB and TMEA cards. Entries without this required information may be rejected.
- H. The entry will include the student's name, instrument, and year in school.
- I. If a student is auditioning on more than one instrument, the student should be listed for each instrument entered.

AUDITION

- A. Each school's director(s) or qualified proxy must be present at the audition to help judge, monitor, or serve in any capacity designated by the Region Coordinator. Each school should bring at least one adult to serve as a holding room monitor or as hall monitors. It is suggested though not required that this adult be an administrator. Any problems need to be referred to the Region Coordinator.
- B. Music for the high school audition is the ATSSB All-State material and is available in the Prescribed Audition List (PAL). The ATSSB website (www.atssb.org) is the official source of errata for the PAL. The Region Executive Committee will be responsible for making the cuts, if any.
- C. Music for the junior high audition will be at the discretion of the Region Executive Committee with input from the membership.

- D. Students may use their own music in the audition room.
- E. Both the MS/JH and high school audition will utilize a five-judge panel and a holding room. Region audition guidelines as printed by ATSSB will be followed at the region level. The Region Coordinator will use discretion and place qualified personnel on the judging panels. Pay for non-ATSSB members that judge region auditions is \$25 per contest.
- F. Wind players will be allowed a one-breath, one note warm-up (on any note). Percussionists will be allowed a fifteen second warm-up period.
- G. Audition results will be final thirty minutes after posting.
- H. There is a \$5 Student Fee to audition for an All Region Band. For the students that are selected to an All Region group, there is a Clinic Participation Fee of \$20 per student that is due by the first day of the Clinic. The Clinic Participation Fee is non-refundable and will be forfeited by those students that are selected, but do not participate. Schools are responsible only for the students that make the ensemble, not the alternates.

CLINIC AND CONCERT

- A. The Band Organizers will secure clinicians. The organizers will poll the membership to determine a list of acceptable clinicians, but the final selection will be the sole responsibility of the organizer. The clinician will select literature for each band with the assistance of the organizer.
- B. Students selected to the ATSSB All-Region Band will be required to attend all rehearsals and concerts. Failure to attend all scheduled events will result in a forfeiture of membership. If a student is unable to attend the clinic/concert inform your Band Organizer as soon as possible so that an alternate may be called up.
- C. All schools represented must have a director and/or sponsor in attendance during both the Friday and Saturday clinic and concert.
- D. Concert attire is the school's concert band uniform. If the school has no uniform, then dress clothes are appropriate attire.
- E. ATSSB Region 1 Student Code of Conduct
 - 1. All participants shall show respect and courtesy towards everyone at all times.
 - 2. Students should be on time to all rehearsals.
 - 3. Attire will conform to the student's school policy.

4. Food, candy, gum or drinks are allowed only in designated areas, never in rehearsal areas or during performance.
5. Hats will not be permitted inside the buildings at any time during ATSSB activities.
6. No alcohol or illegal drugs will be tolerated.
7. No smoking or any other form of tobacco use is allowed.
8. Vulgar and profane language are not acceptable at any time.

These rules are not meant to supersede individual school policies, but to serve as a guideline for appropriate student behavior at ATSSB events. Failure to follow these guidelines could result in removal from the organization. Any illegal activity will result in immediate removal.

HONORARIA AND FEES

- A. Clinicians will be paid an honorarium of \$200 a day (minimum), actual cost for meals and housing, and .50 cents per mile for transportation, or actual cost of commercial airfare.
- B. Region Band Organizers will be paid a minimum honorarium of \$250.
- C. Percussion Organizers for each Region Band will be paid a minimum honorarium of \$100
- D. The Region Coordinator will be paid a minimum honorarium of \$400.
- E. Clinic Participation Fee will be \$20 per student that makes the band. This Fee will pay for the clinician and all related clinic expenses. This Fee will be paid to the Region Coordinator.
- F. Audition site hosts will receive \$150 for the time spent preparing for their facilities.
- G. Each All-Region Band will donate a minimum of \$100 to the ATSSB Four Year Scholarship Fund as funds are available.

REGION OFFICERS

The region will elect Region Officers. Officer positions will consist of the **Region Coordinator**, and **Region Secretary**. Elections will be held at the spring region meeting for the Region Coordinator on odd numbered years and other officers will be elected on even numbered years. Each Region Officer will serve a two-year term. In the case of a vacancy of office, the Region Coordinator will appoint someone to fill out the term of office until formal elections can be held.

REGION BAND ORGANIZER

There will be an organizer for each of the All-Region Bands in our region. The Region Band Organizers are appointed by the Region Coordinator and approved by the membership of the region.

REGION EXECUTIVE COMMITTEE

The Region Executive Committee will consist of the Region Officers and the Region Band Organizers. This committee will be used to review audition material, audition procedures, and other special projects as directed by the Region Coordinator.

REGION COORDINATOR'S DUTIES

- A. Encourage ATSSB membership from everyone in the region and encourage all members to pay their dues on time. (Membership applications are available online www.atssb.org).
- B. Oversee high school and middle school ATSSB All-Region tryouts in matters such as dates, site, and hosts. Collect entries and enter all data into a database to be used at tryouts.
- C. Secure judging panels and assign them in advance.
- D. Arrange room assignments with the site host prior to the tryout.
- E. Contract band clinicians, set-up housing, meals, pay mileage reimbursement and honorarium for the All-Region weekend.
- F. Oversee high school and middle school ATSSB All-Region clinics and concerts in matter such as dates, site, and hosts. Preside as Master of Ceremonies at the concert.
- G. Oversee the All-Region program preparation.

- H. Oversee the recording and t-shirt/plaque sales contracts.
- I. Provide t-shirt/plaque vendor with a list of band member's names.
- J. Arrange with music stores to provide clinician/organizer meals.
- K. Certify students to Area auditions (Forms 8 and 12).
- L. Provide sufficient judges from our region to Area auditions (Form 9).
- M. Serve as an official at Area auditions.
- N. Arrange judging panel and oversee adjudication of the OPS Region-level Contest in June. Fill out required paperwork and mail to appropriate Area-level destination.
- O. Communicate with members of the region.
- P. Organize, set agenda, and moderate Region meetings three times a year.
- Q. Serve as the Keeper of the Rules and Policies – written and enforced.
- R. Attend two ATSSB State Board Meetings each year (TMEA and TBA).

BAND ORGANIZER DUTIES

- A. Secure a clinician for the band.
- B. Give the clinician input on the selection of music.
- C. Get music for the clinic/concert.
- D. Prepare music folders to distribute at the end of auditions. (Assign percussion parts in advance.) Folders should include a welcome/congratulatory letter and a schedule for the All-Region Weekend.
- E. Help run the All-Region audition (judges' meeting, smooth operation of tryout, posting results, etc.) and/or serve as a judge for the tryout.
- F. Organize the acquisition of all percussion equipment and music stands for your band.
- G. Provide the set-up chart for your band to the site host.

- H. Seat your band before rehearsals begin. Make signs for chairs to help in seating and student identification. Make sure students have pencils for rehearsals. (These may be provided by the Region Coordinator.)
- I. Go over **Code of Conduct** with students. Consequences – notify director, no patch, sent home.
- J. Organize the percussion section. Parts should be assigned in advance, but be sure that they students know where they should be and that they have all necessary equipment. (You may utilize a Percussion Organizer for this responsibility.)
- K. Announce t-shirt/plaque and recording sales. Make sure that students know what time all rehearsals start. Arrange break times with clinician.
- L. Introduce clinician to students.
- M. Provide the clinician with whatever he/she needs – podium, tuner, etc.
- N. Be available to solve problems during the rehearsal.
- O. Verify attendance at each rehearsal and after each break. Report absences to the Region Coordinator.
- P. Introduce clinician at the concert.
- Q. Collect folders and hand out patches at the end of the concert.

BAND INSTRUMENTATION

A. Middle School All-Region Band instrumentation is as follows:

All-Region Symphonic

Flute – 12 in band

Oboe – 2 in band

Bassoon – 2 in band

Clarinet – 18 in band

Bass Clarinet – 6 in band

All-Region Concert

Flute – 12 in band

Oboe – 2 in band

Bassoon – 2 in band

Clarinet – 18 in band

Bass Clarinet – 6 in band

Contra Clarinet-2 in band
Alto Saxophone – 6 in band
Tenor Saxophone – 2 in band
Bari Saxophone – 2 in band
Trumpet – 12 in band
French Horn – 8 in band
Trombone – 10 in band
Bass Trombone – 1 in band
Baritone – 6 in band
Tuba – 8 in band
Percussion – 9 in band

Contra Clarinet-2 in band
Alto Saxophone – 6 in band
Tenor Saxophone – 2 in band
Bari Saxophone – 2 in band
Trumpet – 12 in band
French Horn – 8 in band
Trombone – 10 in band
Bass Trombone – 1 in band
Baritone – 6 in band
Tuba – 8 in band
Percussion – 9 in band

B. High School All-Region Band instrumentation is as follows:

All Region Symphonic

Flute – 10 in band
Oboe – 2 in band
Bassoon – 2 in band
Clarinet – 16 in band
Alto Clarinet – 2 in band
Bass Clarinet – 4 in band
Contra Clarinet – 2 in band
Alto Saxophone – 5 in band
Tenor Saxophone – 2 in band
Bari Saxophone – 2 in band

All Region Concert

Flute – 12 in band
Oboe – 2 in band
Bassoon – 2 in band
Clarinet – 18 in band
Alto Clarinet – 2 in band
Bass Clarinet – 6 in band
Contra Clarinet – 2 in band
Alto Saxophone – 6 in band
Tenor Saxophone – 2 in band
Bari Saxophone – 2 in band

Trumpet – 10 in band

Trumpet – 12 in band

French Horn – 6 in band

French Horn – 8 in band

Trombone – 8 in band

Trombone – 10 in band

Bass Trombone – 1 in band

Bass Trombone – 1 in band

Baritone – 4 in band

Baritone – 6 in band

Tuba – 6 in band

Tuba – 8 in band

Percussion – 9 in band

Percussion – 9 in band

- C. The Region Coordinator shall certify the following maximum number of students to the Area Audition:

3A TRACK (1A, 2A and 3A only):

3 FLUTES (only 2 shall be certified to State from Area) must audition on flute, not piccolo

7 Bb CLARINETS (only 5 shall be certified to State from Area)

3 Bb BASS CLARINET (only 1 shall be certified to State from Area)

3 Eb ALTO SAXOPHONES (only 1 shall be certified to State from Area)

5 TRUMPETS (only 3 shall be certified to State from Area) - must audition on cornet or trumpet, not flugelhorn

4 FRENCH HORNS (only 2 shall be certified to State) - must audition on concert French horn, not a mellophone

4 TENOR TROMBONES (only 2 shall be certified to State from Area) - must audition on a slide trombone, not a valve trombone or baritone

3 BARITONE-EUPHONIUM (only 1 shall be certified to State from Area)

4 TUBAS (only 2 shall be certified to State from Area) - must audition on a concert tuba or sousaphone

4 UNIFIED PERCUSSION (snare drum/mallets/timpani) (only 2 shall be certified to State from Area)

4A TRACK (includes 1A, 2A and 3A that have submitted a Track Selection Form indicating this Track prior to auditions)

5 FLUTES (only 4 shall be certified to State from Area) must audition on flute, not piccolo

9 Bb CLARINETS (only 7 shall be certified to State from Area)

3 Bb BASS CLARINET (only 1 shall be certified to State from Area)

3 Eb ALTO SAXOPHONES (only 1 shall be certified to State from Area)

6 TRUMPETS (only 4 shall be certified to State from Area) - must audition on cornet or trumpet, not flugelhorn

4 FRENCH HORNS (only 2 shall be certified to State) - must audition on concert French horn, not a mellophone
4 TENOR TROMBONES (only 2 shall be certified to State from Area) - must audition on a slide trombone, not a valve trombone or baritone
3 BARITONE-EUPHONIUM (only 1 shall be certified to State from Area)
4 TUBAS (only 2 shall be certified to State from Area) - must audition on a concert tuba or sousaphone
4 UNIFIED PERCUSSION (snare drum/mallets/timpani) (only 2 shall be certified to State from Area)

OPEN TRACK (1A, 2A, 3A and 4A):

2 Eb ALTO CLARINETS (only 1 shall be certified to State from Area)
2 Eb or Bb CONTRABASS CLARINETS (only 1 shall be certified to State from Area)
2 OBOES (only 1 shall be certified to State from Area)
2 BASSOONS (only 1 shall be certified to State from Area)
2 Bb TENOR SAXOPHONES (only 1 shall be certified to State from Area)
2 Eb BARITONE SAXOPHONES (only 1 shall be certified to State from Area)
2 BASS TROMBONES (only 1 shall be certified to State from Area) - must audition on a slide trombone, not a valve trombone or baritone
2 STRING BASSES (only 1 shall be certified to State from Area)