

# ***ATSSB Region 2/31***

## ***Rules and Regulations***

### ***2023-2024***

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*Updated 05/13/2023*

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Association of Texas Small School Bands

#### **Region 2/31 Officers**

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# Association of Texas Small School Bands

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## Region 2/31 Rules, Regulations and Guidelines

*(Last updated: May 13, 2023)*

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**Introduction** – The following regulations and guidelines were adopted by the Region 2 ATSSB members at the 1991 fall region meeting as the guidelines to govern all tryouts in ATSSB Region 2 band activities. These were last updated in May of 2021. These guidelines are to be used along with all guidelines that are set by the state association. All items marked with the double \*\* are set by the state. Any changes in UIL regulations, state law, etc. Will override any of the region regulations listed in the following paragraphs. ATSSB Region 2 will have two high school region bands (symphonic and concert) and one middle school band. These bands will be selected at the same time the area qualifiers are selected. These bands will be performing organizations and will have a clinic/concert. (Usually in January) ATSSB Region 2 does not have junior high band auditions.

**1. Eligibility** \*\* all eligibility rules of the state, TEA, UIL, etc. will govern these tryouts. Students must be enrolled in a class 1A/2A, 3A, or 4A high school band. Students from private schools that meet the size requirements may also participate. The student must be academically eligible to participate under the No Pass, No Play guidelines at the time of the audition and clinic/concert. They must have been promoted from the eighth grade to the ninth grade or have gained the appropriate number of credits each year to be promoted to the next grade. This is not an entire list of the rules. Directors should refer to all current eligibility requirements.

**2. Class load** \*\* students must be enrolled in a minimum of five (5) classes during the school day in a Texas school.

**3. Classification** \*\* students must be enrolled in grades 9, 10, 11, or 12.

**4. Enrolled in school** \*\* students must be enrolled in school the semester in which the auditions are held as well as the semester in which the ATSSB conventions are held to become a member of the region or all-state bands.

**5. Home school students** \*\* Home school students are not allowed to participate.

**6. Local organization membership** \*\* a student must be a member of his/her parent musical organization at the time of auditions and be certified by his/her school director as being a viable candidate.

**7. Semester rule** \*\* students may not participate after the end of the 8th semester following his/her first enrollment in the ninth grade.

**8. Age requirements** \*\* students will not be allowed to audition who have not reached their 13th birthday by September 1. Students must be in grades 9-12 to audition for High School Band. Students must be in middle school to audition for Middle School Band.

**9. Multiple organizations** \*\* a student may audition for and participate in one or more region bands if time and dates allow, but they must decline advancement to an area competition in one organization if they have been certified and have accepted area certification in another organization. This shall be done in accordance with the "track intent" and "dual certification" forms which must be filed with the appropriate region officers.

**10. Appeals process** \*\* all appeals of any portion of the audition process will go first to the local contest chairman and, if necessary, to the region coordinator. At this point, if the person's appeal is not satisfied, the appeal will follow the appeals process as outlined in the ATSSB state guidelines.

**11. ATSSB / TMEA membership** \*\* directors must be a member of ATSSB & TMEA before their students may try out for any ATSSB activity. This includes competition at the district, region, area, and state level. A copy of the director's membership cards for both TMEA & ATSSB must be attached to the cover sheet of the entry forms.

**12. Size of judging panels** \*\* the executive board of ATSSB has ruled that a 5-member panel of judges must be used, using the Olympic system of judging (throwing out the high and low scores), to determine the results. In the event a 5-member panel cannot be assembled, a 3-member panel may be used with none of the members of the panel judging their own students. A screen must also be used to separate students and judges to help insure fairness in the tryout process.

**13. Types of instruments** \*\* only those instruments specified for the all-state band will be allowed to tryout. These will be "regular" concert band instruments. No one will be allowed to tryout on "marching" band instruments. (i.e. Marching baritone, mellophone, etc...)

**14. Instrumentation** – the region bands will take the required number of students assigned to each instrument as established by the directors of the region. (This instrumentation will be available for review on the Region 2 website.) If there is less than the prescribed number of students trying out in a section of instruments, then all those trying out for that section of instruments will become a member of the region jazz/ Concert band.

Jazz Band, IF the number of entries reaches 90 or above, the Region will install a second jazz band that will be labeled Jazz Band 2 and consist of the same number per instrument as Jazz Band 1.

## Region Jazz Band

Instrumentation	Jazz Band 1
Alto Saxophone	2
Tenor Saxophone	2
Baritone Saxophone	1
Trumpet	5
Tenor Trombone	3
Bass Trombone	2
Jazz Piano	1
Bass Guitar	1
Jazz Guitar	1
Drums	2
<b>Total</b>	<b>20</b>

## MS / HS Region Concert Bands

Instrumentation	HS Symphonic	HS Concert	Middle School Concert Band	Middle School Symph Band
Flute	8	10	7	7
Oboe	2	2	2	2
Bassoon	2	2	2	2
Bb Clarinet	12	16	10	10
Alto Clarinet	1	1	0	0
Bass Clarinet	3	3	2	2
Contra Bass Clarinet	1	1	0	0
Alto Saxophone	4	4	4	5
Tenor Saxophone	2	2	1	1
Baritone Saxophone	2	2	1	1
Cornet/Trumpet	8	10	8	8
French Horn	8	8	5	5
Tenor Trombone	6	8	6	6
Bass Trombone	1	1	0	0
Baritone	3	4	3	3
Tuba	5	5	4	4
String Bass	1	1	0	0
Percussion	8	8	8	8
<b>Total</b>	<b>77</b>	<b>88</b>	<b>63</b>	<b>64</b>

**15. Attendance of directors** – in order to stay within the state guidelines about the number of judges on each panel, judging our own students, etc.; each full-time director must be present at the Region Band tryouts to help judge or their students will be disqualified from the tryouts. This includes all assistant directors and middle school directors from each school district. The only exception will be a state approved sick leave or an excused absence from the region coordinator because of uncontrollable circumstances (playing golf, Christmas parades, concerts, etc. are not considered excused absences).

Directors who do not attend because of an unexcused absence will pay the region \$100 AND find a comparable substitute / replacement for your judging spot.

In addition: A school that is bringing students to an audition must also have an adult supervise their students while the directors are judging. You are required to have at least one adult per 10 students attending a contest. It is required for all schools to follow their district policy. If a school is found not following this policy, the school will be disqualified for future events.

**16. Time of tryouts** – tryouts will begin at 12:00 noon. Students should have checked in at their respective tryout rooms by 11:30 a.m. And received their tryout letter which will have been randomly pre-assigned by the FileMaker Pro software. There will be a judges meeting beginning promptly at 11:30 to check judge's rosters, pass out forms, etc. Directors must be on time for this meeting so the tryouts will begin on time. There will be a monitors meeting at 11:00 a.m. With the region coordinator to go over procedures for the tryouts. There will be no break for lunch or supper during the tryouts. Students and directors are encouraged to make whatever arrangements are needed to eat after the tryout process is completed.

**17. Tryout materials** – the region coordinator will furnish the judging panels with all of the needed material for the tryouts. This includes all forms, copies of the tryout music, pencils, etc.

**18. Judging assignments** – the region coordinator will use his/her discretion in assigning judges for tryouts. Judges will be assigned according to their major instrument/field as much as possible.

**19. Judging forms** \*\* judges will use the forms provided to judge their individual sections. All forms, pencils, etc. Are to be turned into the office after each section is completed.

## **20. Tryout music \*\***

High School Music - the all state music is to be used for tryouts both for Jazz and Region band auditions. Assigned scales will also be used with the etudes. The amount of music to be heard will be determined by the judging panel. At a minimum, judges need to hear two major scales and the entire chromatic along with at least half of both etudes.

The judging panel will make the cuts according to the requirements and present all cuts to the Region Coordinator BEFORE they leave the director's meeting and are posted. Once the cuts have been approved, no alterations will be allowed.

Students will play their scales and both etudes in one performance setting. There is not a second round of auditions.

Middle School Music - Etudes will be chosen by a panel of the region directors for a 3 year rotating process of music. For the contest, the judging panel will make the cuts according to the requirements and present all cuts to the Region Coordinator/Middle School Coordinator BEFORE they leave the director's meeting and are posted. Once the cuts have been approved, no alterations will be allowed.

**21. Music folders** – each student is to receive the folder and music for their assigned part at the end of the tryout session. The band organizers will have the folders prepared and in the contest office. Individual directors are to pick up the folders and distribute them to their students after the results have been posted and the one-half hour appeal time has expired. Students are not to pick up the folders. The above is all contingent upon the region clinicians selecting the region music in time for purchase and the assembly of the music folders. If the folders are not ready, then the region coordinator will mail the appropriate parts to the individual schools.

**22. Taped auditions** – in order to try out for the ATSSB region band or to advance to the area level of competition, a student must be in attendance and audition at the tryouts. No taped tryouts will be allowed.

**23. Use of a metronome \*\*** an inaudible metronome may be used prior to the performance by the auditioning student, but not during their performance. Non performing students may not use a metronome during another student's audition. Audible metronomes are not allowed in the audition area.

**24. Absences/patches** – all absences from the clinic/concert must be approved by the region coordinator in order for a student to receive their region patch. Students may be excused from the region clinic/concert for a state approved medical excuse or a death in

the immediate family. Students may also be excused from the Thursday night rehearsal if they are a participating member of a school sponsored activity (e.g. Basketball team) and the absence is cleared with the region coordinator in advance. Students who just “fail” to show up for the Thursday rehearsal will be replaced. A student may miss the morning rehearsal to take the SAT or ACT tests if notice is given to the region coordinator in advance and they attend the afternoon rehearsal and concert. Students should try to schedule these tests on alternate dates if possible. Any student, whether excused or unexcused, that does not make all of the rehearsals may not perform on the concert. The exception to this rule for an approved student is as stated above for the Thursday night rehearsal and the Friday morning rehearsal.

**25. Area patches** – any student that qualifies for area and does not compete at the area level or does not participate in the region clinic/concert may not receive their area or region patches unless they have an excused absence from the region coordinator. These absences must have been approved in advance. Excused absences are the same as those described in guideline 24. If a certified student does not attend the area tryouts for a justifiable reason and if the region coordinator feels that notification was not given in time to call up the alternate player, then the alternate player will be awarded the patch for Area tryouts.

**26. Multiple entries** \*\*students may enter on more than one instrument unless the directors of the region. Students must tell their director which of these instruments they prefer and this information needs to be included on the entry form. If no preference is shown on the form, then it will be assumed that the student wants the instrument on which they are first chosen. Percussion now has a unified percussion audition.

No results will be posted in sections where students are allowed to audition on more than one instrument until all the divisions of that particular instrumentation have finished auditions. This will allow the office time to check with students who are certified to region or area on more than one instrument before posting.

At the end of the Contest, schools that have students participating in multiple instrument auditions, MUST check out with the Region coordinator to confirm the instrument they will be advancing on.

**27. Entry fees** – all entry fees and forms must be postmarked or received by the region coordinator on or before the deadline date. The online entry deadline date will be, by default on the TMEA website, 14 days prior the audition date. Entry fees are not refundable. Entries must include accurate and all required information for each student. The amount of the entry fee (\$15-region band / \$25-jazz band at this time) will be set annually by the vote of



the directors at the region meeting. Entries will be submitted online through the TMEA website.

ALL Fees must be paid prior to the audition start time or proof of a PO should be presented to the Region Coordinator.

Region Jazz Audition - \$25 per student

Region Middle School Audition - \$15 per student

Region HS Audition - \$15 per student

**28. Campus Fee** – a campus fee of \$100 will be used to cover the cost of the Jazz audition and HS Region Audition process. There will not be a Middle School Campus Fee

**29. Emergency (new) entries** – emergency (new) entries between 6 days prior to and up to the audition date, must be done at the site of the auditions before the auditions begin. A 100% additional entry fee per student and 50% campus fee must be paid before the auditions begin. Ex:

1 Late Jazz Entry: \$25 entry + \$25 Late entry + \$100 Campus Fee + \$50 = \$200

**30. Corrections to entries** – corrections to entries may be made online 7 to 14 days prior to the audition date without penalty. Corrections to entries between 6 days prior to and the audition date must be done at the audition site and will require an additional 100% entry fee paid for each student. This additional fee must be paid before auditions begin.

**31. Mechanical problems with instruments** – if a student has mechanical problems with his/her instrument during the audition process, the student will have until the end of the auditions in their room to have the instrument repaired. Whatever material a student has finished playing will be scored and said student will not be allowed to replay any unfinished scale or etude that was started prior to notifying the monitor of difficulties with the instrument. By the time the judging panel hears the last participant in the audition process for that student's room, the student must either return to the room to finish the audition process or forfeit their place in the audition process.

**32. Office area** – only those persons appointed to work in the office should be in the office area. No directors or students should be in the office area.

**33. Posting of Results** – No results will be posted in sections where students are allowed to audition on more than one instrument until all the divisions of that particular instrumentation have finished auditions. I.e. Alto, Tenor, and Bari Sax. This will allow the office time to check

with students who are certified to region or area on more than one instrument before posting.

At the end of the Contest, schools that have students participating in multiple instrument auditions, MUST check out with the Region coordinator to confirm the instrument they will be advancing on. This must be done before leaving for the day.

Results that do not have students auditioning on multiple instruments will be posted immediately after tabulation and printing. All posted results are unofficial until thirty minutes after the last section is posted. No appeals will be considered after results become official. Any mistakes in the posting should be called to the attention of the office staff immediately. Judges must not leave until the posted results become official – thirty minutes after the last results are posted to allow for the resolution of any questions that arise during this appeal time. Judges should stay in the office area or in the director's lounge until this time. Results will not be posted online. School results will be posted on the TMEA Audition page.

**34. Tardy to tryouts** – all students must be in attendance when the tryouts begin. The only acceptable reason for a student being late would be for a school district having unforeseen travel problems (bus trouble, etc.) And arriving late as a group. These students could be allowed to audition for the judges if auditions have not been completed. Any school district arriving late would have to obtain the permission of the region coordinator for their students to tryout late. Any student, who has signed in with the room monitor and received their audition letter, must be at the audition room ready to tryout, in alphabetical order, or face being disqualified (DNA) from the auditions. Any disqualification is the decision of the region coordinator.

**35. Alternates** – It is the duty of any director with students in the region band or students going to area competition to notify the region coordinator immediately if a student is not going to be able to fulfill their obligations. The region coordinator / MS Coordinator will call up the next eligible alternate. Individual directors are not to call up the alternates. The deadline for alternates to be certified in the region bands is the night before region band clinic starts (ie. IF region band starts on Thursday, the deadline will be Wednesday at 8PM).

**36. Scoring and tie breaking of student's tryouts for MS and HS Auditions** \*\* the Olympic scoring system will be used. Each contestant's high and low scores will be dropped. The contestant, the sum of whose remaining points is the lowest, will be awarded first place. All other rankings will proceed accordingly. If at this point there is a tie in the low total, for any number of contestants, the tie shall be broken by use of "judges' preference".

The High School Auditions involves the use of all 5 judges' scores with the contestant that is ranked ahead of the other by the majority of the judges being given the higher ranking. In a three-way (or more) tie, there is the very slim possibility that the judge's preference system will result in a loop. In this case, use the total rank points of all judges with the lowest point total winning the tie. If the total rank points of all judge's result in another tie between contestants, use the "judge's preference" system on those two contestants and proceed to the other contestants. All ties are now broken (using the above process) using the computer software program developed by TMEA for ATSSB auditions.

The Middle School Auditions will consist of a 3 panel judging system. There is not a state track for middle school. All ties are now broken using the computer software program developed by TMEA for ATSSB Auditions.

**37. Selection of clinicians for MS and HS Region Bands** – clinicians will be contacted from a list given to the region coordinator in the spring. These will be listed and then ranked. The region coordinator will then contact them in the order ranked until a clinician is obtained.

**38. Area students in the HS Region band** – Students who qualify for area but do not qualify for the region band will advance into the region band based on the following formula: The student's audition rank must be within half of the total number of seats in the bands. For example: if there are 18 total flute seats between the both bands the student must rank within 9 students below the second band. All Students who advance to AREA from Region 2 will be recognized at the Region 2 Clinic and Concert. IF a student advances to AREA, but does not qualify to be in the region band based on the above formula, but does advance to the ALL-State Band, they will be automatically added to the region concert band.

**39. Audition / Region Clinic and Concert Dates-**

**<https://www.atssb.org/region-2>**

**Region Jazz Auditions** – September 16th, 2023 @ 12PM

**AREA Jazz Recording** – October 3rd, 2023 @ Krum HS at 4:30 PM

**Region Jazz Clinic and Concert** – November 10th & 11th, 2023 @ Krum HS

**Middle School Region Auditions** – November 14th, 2023 @ Bowie HS

**All Region Band Auditions** – December 2nd, 2023 @ Gainesville HS at 12 PM

**AREA Band Auditions** – January 6th, 2024 @ 10 AM at Ranchview HS

**Region 2 MS & HS Clinic and Concert** – January 11th - 12th, 2024 at Ranchview HS

**40. Region Scholarship** - Region 2 will offer Two \$500 Senior Scholarships to be selected from applications received prior to the Region Band Clinic and Concert. Applications will be

created and a rubric will be followed to select the two best applicants. Both the Concert band and Symphonic Band Clinicians will be asked to choose two applicants based on merits from their High School Career. The two recipients will receive their scholarships the night of the Region Concert.

The Region will keep a Savings account, in addition to the region checking account, specific to the Scholarship.

#### **41. Yearly Budgeted Stipends:**

Region Clinicians	
HS Symphonic Band	\$1,000
HS Concert Band	\$800
MS Honor Band	\$750
MS Concert Band	\$750
Jazz Clinician	\$750
Region Coordinator Stipend	\$1,250
Middle School Coordinator	\$500
Region Jazz Coordinator Stipend	\$300
Band Organizers	\$300 (\$150 x 2 bands)
Percussion Organizers	\$200 (\$100 x 2 bands)