

# ATSSB Region 7

## Rules and Regulations

2023-2024



### 2022-2023 Region 7 Officers

Region Coordinator: Joshua Kidd, Graham HS

Region Jazz Coordinator: Scooter Miller, Seymour HS

Region Secretary: Marilyn Bennett, Olney HS

Region Webmaster: Max Salazar, Burkburnett MS

South Zone MS Coordinator: Chris Conway, Henderson JH

North Zone Coordinator: Shirley Boquin, Holliday HS

ASSOCIATION OF TEXAS SMALL SCHOOL BANDS  
**REGION 7 REGULATIONS AND GUIDELINES**  
(LAST UPDATED: May 2023)

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THE FOLLOWING REGULATIONS AND GUIDELINES WERE ADOPTED BY THE REGION 7 ATSSB MEMBERS AT THE 1991 FALL REGION MEETING AS THE GUIDELINES TO GOVERN ALL TRYOUTS IN ATSSB REGION 7 BAND ACTIVITIES. THESE WERE LAST UPDATED IN MAY OF 2023. 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 7 WILL HAVE TWO HIGH SCHOOL REGION BANDS (HONORS, SYMPHONIC). 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 7 HAS JUNIOR HIGH BAND AUDITIONS IN THE SOUTH ZONE ONLY.

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 not have had a grade lower than 70 in any course in the six weeks preceding the tryout date or performance date. 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 may participate in the ATSSB audition process if the student is certified by an active ATSSB member as a participant in the ATSSB member's band (meets, rehearses, and performs regularly with the band). The home school student must also be certified by a school official as a member of the band, and all other eligibility requirements must be satisfied as well.

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 8<sup>th</sup> 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 13<sup>th</sup> birthday by September 1.

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 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. (ie. 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 7 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 band.

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 director must be present at the 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 are also encouraged to submit the names of qualified private teachers for possible consideration as judges. If a director cannot attend the auditions, he/she must either find an acceptable and qualified replacement OR pay \$50 so that the region may hire a judge. \*\* At the area level of competition, each student's director (or proxy) must be in attendance. Each school should bring at least 2 adults to the tryouts (1 of which must be a band director). These persons must make themselves available for judging on or monitoring an audition panel.

16. TIME OF TRYOUTS – The time of tryouts shall be determined annually at the Spring or Fall Meeting, but as a general rule they will begin at noon. Students should have checked in at their respective tryout rooms 30 minutes prior to auditions 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 30 minutes before auditions begin to check judges' 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 one hour before the start of auditions 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 -- \*\* The all state music is to be used for the tryouts. Assigned scales will also be used with the etudes. Students will be responsible for both of the etudes in their entirety and all ATSSB scales, but judges will decide what portion of each etude would be heard. Judges should hear approximately half of each etude, and 2 major scales plus the chromatic scale. All students will play their scales and both etudes in one performance setting. Percussion will play all three instruments in one performance setting. There is not a second round of auditions.

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 tryout 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 competition, approved medical excuse, or a death in the immediate family. Students may miss a portion of rehearsals to participate in a conflicting school-sponsored activity at the discretion of the Region Coordinator. Ensemble members failing to appear at the Friday evening rehearsal without permission/notification may be excluded from participation in the event. Students will not be excused for SAT or ACT testing. With Region Coordinator approval, a student may only miss the Friday rehearsal OR an approved portion of the Saturday morning rehearsal. The Saturday morning rehearsal MAY NOT be missed in its entirety. No student may miss multiple rehearsal blocks. Absences will be approved on a case-by-case basis at the discretion of the Region Coordinator. Unexcused absences may result in removal from the ensemble.

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 not enter on more than one instrument unless the directors of the region request that the Region Coordinator seek a variance from the state and this variance is granted. If a variance is granted, students may enter on more than one instrument only in the following events: Eb/Bb Clarinet; Alto, Bass, and Contra Clarinets; Saxophones; Tenor Trombone/Bass Trombone. 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.

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 / \$20-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.

28. 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, must be paid before the auditions begin. Region 7 does not have a Campus fee.

29. 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. Region 7 does not have a Campus fee.

30. 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.

31. 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.

32. POSTING – All results will be posted immediately after tabulation and printing. Results are official one-half hour after the posted time of the last section. No appeals will be considered after this time. Any mistakes in the posting should be called to the attention of the office staff immediately. Judges must not leave until the results are posted and the official one-half hour appeal time has elapsed in case there are any questions that arise. Judges should stay in the office area or in the director's lounge until this time. The results will not be posted online.

33. 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.

34. ALTERNATES – Alternates will be selected in each section. 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 will call up the next eligible alternate. Individual directors are not to call up the alternates. Region Ensemble rosters will be considered complete at 5:00pm on the evening prior to the start of the Region Clinic & Concert.

\*\* There will be no alternates sent to the Area Tryouts. If an originally certified student becomes unable to attend the tryouts (illness, ineligibility, etc.), it shall be the responsibility of the Region Coordinator to certify a new candidate. Students may receive certification for area from the Region Coordinator any time until the moment tryouts have begun at area. No one may grant certification for a student other than that student's Region Coordinator. Because of the above rule concerning area alternates, the decision of whether or not to take students that are alternates to the Area Tryouts will be left up to the director of the student's school. If a student (alternate) is at the Area Tryouts and a position becomes available, the Region Coordinator will certify that student to tryout provided the Region Coordinator has been notified that the student is in attendance. It is not the responsibility of the Region Coordinator to check each school to determine what alternates are at the Area Tryouts.

35. SCORING AND TIE BREAKING OF STUDENTS TRYOUTS -- \*\* 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". This 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 judges' 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 judges result in another tie between contestants, use the "judges 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.

36. SELECTION OF CLINICIANS –Directors are encouraged to submit a list of suggested clinicians at the Spring Region Meeting. The Region Coordinator will then contact potential candidates until a clinician for each band is obtained. Clinicians will be provided a \$750 base salary, travel expenses, and lodging. The amount of the salary may be adjusted at the Region Coordinator's discretion. Any stipend higher than \$1500 must be approved by a vote from the membership. The Region Jazz Coordinator will be responsible for selecting clinicians for the Region Jazz ensembles, who will receive \$500 base salary with the above amenities.

37. PROXY VOTING AT MEETINGS – Directors must be in attendance at any meeting at which they wish to cast a vote. Proxy voting will not be allowed for any region voting.

38. THE GREG MILLER SCHOLARSHIP – The Greg Miller Scholarship is funded by the addition of \$1 to the entry fee for All-Region Band Auditions. The application will be available on the region website. A volunteer committee will convene during the Region Band Clinic/Concert weekend to select the winner of the scholarship, which will be announced at the concert. The preliminary qualifications for this scholarship are: a Senior, a member of the All-Region Band, must have submitted a scholarship application, will be attending a College or University in the Fall. This one-time Scholarship will be paid to the University or College, in the

recipient's name, to cover the student's educational expenses, and will be mailed upon receipt of proof of enrollment in a college/university by the award recipient.

39. AREA STUDENT IN THE REGION BAND – Any student who qualifies for Area Band tryouts will be a member of the All-Region Band.

40. REGION OFFICERS – Region 7 will have elections for the following officers: Region Coordinator, Jazz Coordinator, Secretary, North and South Zone District Organizers. Elections will take place on the ATSSB election schedule which is every 2 years (even years) at the Spring Region Meeting. Region officers will receive the following honoraria to be paid at the Spring Region Meeting:

Region Coordinator -- \$1000

Region Jazz Coordinator -- \$500

Secretary -- \$300

Webmaster -- \$250

North Zone District Organizer -- \$150 (Paid from North Zone account)

South Zone District Organizer -- \$150 (Paid from South Zone account)

41. BAND ORGANIZER STIPENDS – Band and Percussion Organizers for each region band will be paid a \$100 stipend for their time, effort, and supplies used.