

## 2023 - 2024 District Festival Calendar

Audition done "In House"	through November 11, 2023	<b>Band/Chorus/String Auditions</b>
Saturday	November 11, 2023	<b>ALL Audition forms on Music Management site.</b>
Tuesday	November 14, 2023 4:15 P.M. TBD	<b>BAND/CHORAL SELECTION</b>
Monday	November 27, 2023	<b>All Program Information to Gary Moreau (to include conductors' bios and program</b>
Friday	December 22, 2023	<b>All registration fees due</b>
Friday/Saturday	February 2-3, 2024	<b>DISTRICT FESTIVAL REHEARSALS AND CONCERT</b> <b>Location: A.D. Lawton School</b>
Friday	February 2, 2024 1:15 p.m.	<b>District Meeting</b> (during festival)
Friday/Saturday	February 9-10, 2024	<b>FESTIVAL SNOW DATES</b>
???	Spring, 2024 TBA	<b>Post-Festival Meeting</b> <i>PLANNING NEXT YEAR</i>

## 2023/2024 District Festival Facts

Band	, Conductor Graham Lambert, Manager
String Ensemble	Matt LaRocca, Conductor Michael Hakim, Manager
Chorus	, Conductor , Manager
Hosts	A.D. Lawton School
Accompanist	TBD
Programs	Gary Moreau, Coordinator
Tickets	Gary Moreau, Coordinator
2023/2024 Registration Fee	\$10 per student participant Non-refundable
2023/2024 Ticket Prices	\$7 each

# Champlain Valley Middle School District III Festival Handbook

## Preface

This handbook contains information about the Middle School District Music Festival. Application and registration forms, audition materials and information, student preparation guidelines, teacher duties at the Festival and coordinators job descriptions are found in this handbook.

### ***PLEASE READ THIS HANDBOOK THOROUGHLY***

If you have any questions, please contact any of the officers as listed below:

## District Officers

### *Festival Director*

Gary Moreau

Residence:

39 Drury Drive  
Essex Junction, VT 05452

879-1731

School:

### *Note Keeper*

TBD

Residence:

School:

### *Treasurer*

Gary Moreau

Residence:

39 Drury Drive  
Essex Junction, VT 05452

879-1731

### *Librarian*

Kim Thompson

Residence:

65 Westall Drive  
Richmond, VT 05477

434-5270

School:

Williston Central School  
Williston Road  
Williston, VT 05495

879-5838

## District Responsibilities

### FESTIVAL HOST

- 1) The Festival Host volunteers his/her time and school for the festival.
- 2) The Festival Host's responsibilities are:
  - a) Secure three appropriate rehearsals areas for the performing groups.
  - b) Provide or arrange for the use of any equipment needed by the performing groups with the assistance of the Ensemble Managers.
  - c) Provide an appropriate concert facility with adequate staging, lighting and audience seating.
  - d) Make arrangements for meals, including a lunch area.
  - e) To make an announcement on expectations to students.
  - f) To coordinate the sign-up for teacher duties.

### ENSEMBLE MANAGER

- 1) Secure a conductor for the festival group.
- 2) Make all necessary housing arrangements (when needed) for the conductor with the assistance of the Festival Director.
- 3) Communicate with the conductor, dealing with:
  - a) Their professional biography to be printed in the program.
  - b) The selection of an appropriate program (Chorus should select either SSA or SAB).
  - c) Any required equipment for rehearsal or performance.
  - d) Seating arrangement.
- 4) Order required music for the group **through the District Librarian. Two or more selections should come from the District library.**
- 5) Distribute the music to the participants in a timely manner. **All music should be delivered before the holiday break.**
- 6) Provide the Hosts with a seating chart and list of required equipment **in a timely manner.**
- 7) Submit a list of expenses and matching receipts to the Treasurer for reimbursement after the Festival.
- 8) Select and maintain a committee of teachers to assist in the operation of the group.
- 9) Be responsible for the operation of the group during the festival, including check-in, sectionals, rehearsal supervision, set-up and take-down.
- 10) Provide the Program Coordinator with a complete list of participating students **by the deadline stated.**

### **AUDITION HOST** (when needed)

- 1) The Audition Host volunteers his/her time and school for the auditions.
- 2) The Audition Host's responsibilities are:
  - a) Secure the appropriate areas needed for the auditions and workshops.
  - b) Provide or arrange for the use of any equipment needed for the auditions or workshops and prepare each audition room.
  - c) Collect audition forms from participating schools and prepare an audition schedule through the music management website.
  - d) Secure adjudicators for the workshops and auditions.
  - e) Supply copies of the adjudication forms to be used by the adjudicators.
  - f) Secure the use of sight-reading material for the auditions.
  - g) Provide the adjudicators and teachers involved with light refreshments.
- 3) The Audition Host will assist the managers in the selection of the performing groups to take place immediately following the auditions.
- 4) The Audition Host will be responsible for maintaining the audition records until the Festival.

### **FESTIVAL DIRECTOR**

- 1) Revise the Festival Handbook annually.
- 2) Establish a schedule for all district events.
- 3) Attend all district meetings and Festival events.
- 4) Coordinate the activities of all district events through the Managers, Officers and Hosts.
- 5) Welcome audience to the Festival and discuss parental expectations with them.
- 6) Enforce the deadlines established in this handbook with direct contact with appropriate teachers.

### **DISTRICT TREASURER**

- 1) Be responsible for collecting all Festival registration fees (established in meetings each year) from all participating school by the date specified on the calendar.
- 2) Be responsible for the selling of tickets for the concerts, both before and during the Festival and the collection of the funds generated by that sale.
- 3) Attend all district events.
- 3) Be responsible for paying all Festival expenses, including conductor's honorarium and expenses, Manager's expenses and Officers' expenses as well as any direct Festival costs.
- 5) Maintain the financial information related to all Festival business and present a report at each meeting.

### **DISTRICT NOTE TAKER**

- 1) Take the minutes of all meetings and distribute to district teachers in a timely manner.
- 2) Send reminders of all meetings and due dates to district teachers.
- 3) Update district mailing list annually and email a copy to each district teacher.

### **PROGRAM COORDINATOR**

- 1) Collect the program information as needed from the Managers and Festival Coordinator
- 2) Arrange for the layout and printing of the Festival Program.
- 3) Present the Festival Program to the Hosts prior to the Festival.
- 4) Assist the Host in the distribution of the Festival Program at the Festival.

### **TICKET COORDINATOR**

- 1) Collect the ticket information as needed from the Festival Director.
- 2) Arrange for the layout and printing of the Festival Ticket.
- 3) Present the Festival Ticket to the Festival Director prior to the Festival.
- 4) Arrange for the sale of the Festival Ticket in cooperation with the Treasurer and Festival Director.

### **ACCOMPANIST**

- 1) Secure copies of the chorus program from the Chorus Manager.
- 2) Prepare the program to a performance level.
- 3) Be available during all rehearsals to accompany the conductor.
- 4) Participate in the Festival Concert.

## **DISTRICT MUSIC DIRECTORS**

- 1) **ATTENDANCE AT ALL DISTRICT MEETINGS IS MANDATORY.**  
*Contact the Festival Director if you are unable to attend a meeting.*
- 2) Preparation of music by the students in the Festival is the responsibility of the school music director.
- 3) Remind parents to send all registration forms/ticket orders/monies to the Treasurer by the date on the calendar.
- 4) ***Teachers will be assigned to monitor rehearsal areas during the Festival by the Managers. Directors are expected to be at the site at all times.***
- 5) Teachers will assist in the Audition process by serving as adjudicators, monitors and by getting registrations on to the Music Management site by the date on the calendar and will prepare their students for the audition process.

## **CHORAL APPLICANTS**

- 1) Teachers will audition and fill in the necessary registration/audition form on the Music Management website by the date on the calendar.
- 2) The selection committee of all district vocal teachers will screen the applications and place the appropriate students in the chorus. This committee will meet as listed on the calendar.

## **STRING APPLICANTS**

- 1) String teachers should read the String Guidelines as printed in the handbook.
- 3) String teachers will submit a list of qualified string students on the Music Management website by the date listed on the calendar. Teachers should nominate their best students and rank them based on the String Guidelines.
- 3) Students accepted will be listed on the Music Management site following the selection decisions.

## **WIND AND PERCUSSION APPLICANTS**

All wind and percussion applicants must complete the audition process as outlined on the following pages.

# Audition Information and Procedures

## AUDITION PURPOSE

The goals of the audition are to provide each student with a positive educational experience and allow us to hear each student's ability and to judge them fairly and evenly for placement in the Festival.

## LOCATION OF AUDITIONS

The Auditions can be hosted by any school that participates in the Champlain Valley District Festival. The host school may use any available facility to host the Auditions.

## PARTICIPATION IN THE AUDITIONS

Any student in grades 7th & 8th in a participating school and a member of that school's performing ensemble, where available, may audition for the Festival. Students are required to be listed on their school's audition application form and to attend the entire audition process for their instrument.

Only wind and percussion students need to audition, but only those that audition will be accepted for participation in the Festival's Band.

No substitutions or additions to the accepted wind and percussion sections will be allowed without the students going through the required audition.

Students will not be allowed to audition for the Festival if they committed themselves to the previous year's Festival and then subsequently withdrew. Exceptions (academic ineligibility and documented illness) must be approved by the Festival Director.

*A copy of the audition application form is printed in this handbook for teacher use.*

## AUDITION GROUPS

Students will be auditioned in like-instrument groups as determined by the Audition Host, based on the audition Applications made.

## AUDITION REQUIREMENTS

- 1) Scales  
Students should prepare their tuning note scale and the three scales on either side of that scale on the Circle of Fifths as indicated below:

Concert Instruments      G, C, F, Bb, Eb, Ab, Db

Bb Instruments      A, D, G, C, F, Bb, Eb

Eb Instruments      E, A, D, G, C, F, Bb

F Instruments      D, G, C, F, Bb, Eb, Ab

Students should also prepare a Chromatic Scale.

*Examples of the required scales are printed in the back of the handbook. They should be rhythmically performed as scored at the indicated tempo.*



2) Prepared Piece

The prepared piece for each instrument will be an original 16 measure selection that the student will prepare beforehand and use as part of the workshops and audition. **NO PHOTOCOPIES WILL BE ALLOWED AT THE AUDITION SITE.**

*The list of prepared pieces for each instrument is included in this handbook.*

3) Sight-reading

Each adjudicator will provide 4 similar but not identical sight-reading excerpts for the auditions. Students will randomly select one and perform it.

## **AUDITION PROCESS**

1) Workshops

Each group of like-instruments will have a one hour workshop (when available) with the adjudicator working on the prepared piece and the prepared scales. The workshops will focus on group participation and will help the students with their tone, intonation, articulations, etc.

2) Auditions

The students will audition for the same teacher that ran their workshop, in front of the same students that participated in their workshops. The adjudicator will have an audition form for each student and will, in turn, ask each student to perform one aspect of the audition. Once each student has performed one aspect of the audition, the second aspect will be asked and so forth.

*An example of the audition form is printed in the back of this handbook.*

3) Performance

Each student will perform the prepared piece using the copy that they brought with them to the auditions. Each student will perform one of the sight-reading examples randomly selected from the four available. Neither student nor adjudicator will mention which example is being used so that the others waiting do not become aware of how the example is played. Each student will perform two scales from the seven prepared and the chromatic by reading them off a copy prepared for them by the adjudicator. Neither the student nor the adjudicator will mention which scales are used so that the others waiting do not become aware of which scales are being asked. All students will be asked the same two scales.

4) Evaluation

Following the completion of the Auditions, the Band Manager will meet to select the participating students. The raw score from each student's audition form will be used for placement.

## **Festival Information and Procedures**

### **LOCATION OF FESTIVAL**

The Festival can be hosted by any school that participates in the Champlain Valley District Festival. The host school may use any available facility to host the Festival.

### **PARTICIPATION IN THE FESTIVAL**

**No student is to miss any rehearsal, or portion thereof, from any District Festival.** Unapproved absences will result in that student not being allowed to continue.

Students will not be allowed to participate in the following year's Festival if they commit themselves to the event and subsequently withdraw. Exceptions (academic ineligibility and documented illness) must be approved by the Festival Director.

### **MUSICAL ORGANIZATIONS**

All groups can accept 7th & 8th grade applicants, based on auditions or other requirements.

Each student will be assessed a registration fee (to be determined annually) that is due by the deadline as printed on the current calendar.

All deadlines for applications, fees, forms, etc. must be adhered to for the efficient operation of the Festival.

### **MUSIC AND PREPARATION**

- 1) Music will be provided by the district through the Ensemble Manager and the District Librarian.
  - a) Music will be turned in immediately following the Festival Concert. No music is to be retained by students or their teachers. Missing music will be billed to the school.
  - b) Complete set of the parts from past festivals are available on loan for participating schools from the District Library. For information or a listing, contact:

Champlain Valley District Library  
Kim Thompson  
Williston Central School  
Williston Road  
Williston, VT 05495

- 2) Preparation Guidelines

In the back of this handbook, instrumental directors will find a set of guidelines to help them prepare their students for participation in the Festival. Areas include instrumental playing ranges, reading of rhythms, key and meter signatures and percussion rudiments.

## TICKETS

Tickets Prices are determined by a consensus of music teachers, reflecting the financial needs of the Festival and our philosophy that as many people as possible should be able to afford to attend.

Tickets will be designed and printed by the Ticket Coordinator with the assistance of the Treasurer.

Ticket sales will be coordinated by the Treasurer.

## REHEARSALS

- 1) Music teachers should check their students in with each group's Manager at least 10 minutes before rehearsal on Friday. If this is a problem, a contact with the Managers in advance is required.
- 2) Students are to be on time for all rehearsals and concerts. No students are excused from Festival activities except for illness or emergency.
- 3) Students are responsible for their own property. Their name and school should be on all equipment they bring to the Festival (i.e. instrument cases, stands, lunch bags, etc.).
- 4) Students will remain at the Festival site at all scheduled times.
- 5) Students should bring the following to the Festival.
  - a) Band & String Ensemble - Folding music stand, music, pencil, water, bag lunches
  - b) Chorus - Music, pencil, water, bag lunches

## DRESS

- 1) Rehearsal dress should be comfortable but appropriate. **School dress codes and No Phone policies** are in effect.
- 2) Concert dress should reflect the importance of the event. **Black and white attire is preferable.**

## FESTIVAL SCHEDULE

### Friday

9:00 - 9:15	Registration
9:15 - 9:30	General Meeting
9:30 - 12:00	Rehearsal
12:00 - 12:40	Lunch (bring bag lunch)
12:40 - 3:00	Rehearsal
1:15	Teacher's Meeting

### Saturday

9:00 - 12:30	Dress Rehearsal (Schedule to be announced)
12:30 - 1:00	Lunch (bring bag lunch)
1:00 - 1:20	Dress for concert
1:20 - 1:45	Concert warm-up and pictures
1:45 - 2:00	Move in for concert
2:00	Festival Concert

# Champlain Valley Grade 7 and 8 District III

## ACCEPTANCE FORM For schools paying the fee

**Due Date: December 8, 2017**

Mail to:  
GARY MOREAU  
39 DRURY DRIVE  
ESSEX JCT., VT 05452

Music Director(s) \_\_\_\_\_

School \_\_\_\_\_

School Telephone \_\_\_\_\_

School Principal \_\_\_\_\_

Number of students from this school participating in: **(Please provide a typed list of all students)**

Band \_\_\_\_\_

String Ensemble \_\_\_\_\_

Chorus \_\_\_\_\_

Total \_\_\_\_\_

**\*\*\*\*\* Please include the registration fee for each student with this form \*\*\*\*\***

**PLEASE NOTE: ANY STUDENT WHO ACCEPTS THE INVITATION TO PARTICIPATE IN THE FESTIVAL AND THEN DOES NOT COMPLETE THAT RESPONSIBILITY WILL NOT BE ALLOWED TO PARTICIPATE IN THE FOLLOWING YEAR'S FESTIVAL.**

Music Teacher Signature \_\_\_\_\_

# Champlain Valley Grade 7 and 8 District III

## STRING GUIDELINES

### Student Level Ratings

Level I	Beginner, still working in first Lesson Book (i.e. Muller Rusch, String Builder, Tune A Day, etc.)
Level II	Working in second lesson book, fairly secure with eighth notes, finger patterns other than 2/3.
Level III	Working in third lesson book, may be beginning 3rd position and/or vibrato.
Level IV	Finished third lesson book, fairly secure in 3rd position, studying literature on a level of Vivaldi A minor Concerto (violin) or the equivalent difficulty (viola, cello, bass). Should use at least a "beginning" vibrato.
Level V	Technique beyond the Vivaldi A minor Concerto level, secure in 3rd and 5th position, fairly secure in 1/2, 2nd and 4th positions, consistently accurate intonation, dependable vibrato, with some control.
Level VI	Advanced student, secure in all positions, controlled vibrato, studying advanced technique.

### Student Ability Ratings

0	Very weak player; making little effort to improve.
1	Weak player; making some effort to improve.
2	Fair player;
3	Good player;
4	Very good player;
5	Excellent player; deserves high seat, but may be timid or lacking in some other leadership qualities.
6	Excellent player; recommended for position of section leader.

### Using the Rating Sheet

Within each section, list your strongest student first, weakest last. Then your list will be dove-tailed in with those other directors, in an effort to place each individual fairly within the section.

## **INSTRUMENTAL AUDITION SELECTIONS (Cycle A – EVEN YEARS)**

*All audition pieces from Concert and Contest Collections - H. Voxman - (unless noted otherwise)*

Flute: "Allegro" from Sonata No. 1 - Benedetto Marcello	link on Downloads page
Oboe: "Minuetto and Presto from Trio V" (Minuetto only)	Page 6
Bassoon: Same as Tuba (top octave)	
Clarinet: "Menuet" by Mozart (beginning to Trio)	Page 18
Bass Clarinet: "Mozaic"	Page 4
Alto Sax: Rubank Advanced book, "Allegro maestoso" by Nieman	Page 42
Bari sax: "At the Hearth" (all)	Page 2
Tenor sax: "Allegretto"	Page 5
Trumpet "Air Gai" (beginning to end of first line on page 9)	Page 8
Baritone Horn: Same as Trumpet	
Trombone: "Spanish Dance No. 2"	Page 7
French Horn: "Allerseelen" (whole page)	Page 3
Tuba: "Bourree" (on bottom line students may play octave of choice)	Page 4
Percussion: Rudiments from the handbook, plus:	
Snare Drum: Standard of Excellence Book 1 (The Royal Drummer)	Page 36
Timpani: Standards of Excellence Timpani and Aux Percussion Book 2 (Bruce Pearson, 2005) - Sonatina for Timpani, Mvt. 2 and 3	Page 38
2) Primary Handbook for Timpani (Garwood Whaley, 2003) Solo Study #6	Page 40
Bells: "Minuette and Presto from Trio V" (oboe book)	Page 6

# CHAMPLAIN VALLEY GRADE 7 and 8 DISTRICT III MUSIC FESTIVAL

Acceptance form *(Sample only)* Will be sent via email from Festival Director

Congratulations! Your student musician has been accepted to the 2024 District III Music Festival. It is both an honor and a responsibility to take part in this festival. This one form includes the necessary dates and required permission slip to become eligible for participation. Attendance is required at **all** rehearsals. Other information may be obtained through the Teacher's Handbook which may be found at each of the participating schools.

**Dates: Friday and Saturday, February 2 and 3, 2024**

**Snow dates: Friday and Saturday, February 9 and 10, 2024**

(PLEASE RESERVE!)

Place: A.D. Lawton School  
Essex Junction, VT

Time: 9:00 a.m. to 3:30 p.m. on Friday  
9:00 a.m. to after concert on Saturday  
**CONCERT - 2:00 p.m.**

A registration fee of \$10.00 is assessed each participant to help defray the costs of conductors, music, and printing costs. If there is a financial hardship for anyone, please speak to your child's teacher. We don't want students to forgo the experience due to financial issues.

To be sure everyone has a chance to purchase a ticket, and due to seating limitations, we will offer **TWO Tickets** per performer through December 22, 2024. Extra tickets will go on sale right after Christmas. If available, we will make additional tickets available at the door.

Tickets are \$7.00 for adults *(order below)*

**Print and return all permission forms, registration fees and ticket orders by December 22, 2023.**

Checks should be made payable to the **District III Music Festival** and forwarded with the permission slip and a **self addressed, stamped** envelope to the Festival Director at the following address:

Gary Moreau  
39 Drury Drive  
Essex Junction, VT 05452

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I give permission for my student, \_\_\_\_\_ from  
\_\_\_\_\_ (school) to attend the festival as a member of the (Check one)  
band\_\_\_\_\_, chorus\_\_\_\_\_, or string ensemble\_\_\_\_\_. (X) I/We acknowledge that the dates are as  
stated and we are certain that there are no conflicts. The above student is aware of his/her/their  
importance to the group and understands the responsibility for learning the music and attending all  
rehearsals.

Student's name (print) \_\_\_\_\_

Parent Signature \_\_\_\_\_

REGISTRATION AND TICKET ORDER FORM

\_\_\_\_\_ tickets @ \$7.00

\_\_\_\_\_ Total

\_\_\_\_\_ registration @ \$10.00

\_\_\_\_\_ Total

\_\_\_\_\_ Total enclosed

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We encourage you to check out our website at [www.vtdistrict3music.org](http://www.vtdistrict3music.org) for further information.  
Thank you. We look forward to seeing you at the concert!