

**UNIVERSITY INTERSCHOLASTIC LEAGUE
REGION IX MUSIC CONTESTS**

Brad Bouley, Executive Secretary
16914 Avenfield Road
Tomball, Texas 77377
713.204.6293 Cell
Email: babouley@comcast.net

GENERAL INFORMATION BULLETIN
2022-2022

Please study this bulletin, the 2021-2022 UIL CONSTITUTION AND CONTEST RULES, and the PRESCRIBED MUSIC LIST in order that conflicts might be avoided. These documents can be ordered from the State UIL Office (P.O. Box 8028, University Station, Austin, TX 78713-8028. Telephone 512-471-5883). The PML and Constitution and Contest Rules can be accessed on the state UIL website.

The State UIL Office WEB address is: <http://www.uiltexas.org>

- **Region IX will utilize the computer entry process www.texasmusicforms.com for all contests. No other form of entry will be accepted. Instructions for this entry format are included in this packet.**
- It is not necessary to submit any hard copies of entry forms. Region IX will print out all contest critique forms.
- Directors are requested to check all UIL entry forms for accuracy before submitting entries.
- Be sure to enter the correct region (Region 9) and the correct contest (ex. 4A Band, MS NV Band, correct date, etc.) Entries have been “lost” in the past because they were entered on the wrong region or the wrong contest or the wrong date.

IMPORTANT NOTICE

GROUP WITHDRAWAL: A BAND, ORCHESTRA, OR CHOIR THAT FAILS TO COMPETE AFTER OFFICIALLY ENTERING A REGION ORGANIZATIONAL EVENT MUST SUBMIT A LETTER FROM THE PRINCIPAL OF THAT SCHOOL TO THE REGION EXECUTIVE COMMITTEE STATEING THE SPECIFIC REASON/REASONS FOR NOT PARTICIPATING IN THE CONTEST.

The letter should be signed by the principal and mailed to the Region 9 UIL Music Executive Committee in C/O Brad Bouley, Executive Secretary 16914 Avenfield Rd., Tomball, Texas 77377.

MARCHING BAND CONTEST

Due by the entry deadline for this contest:

- Entry submitted on the website (www.texasmusicforms) by the 30-day deadline.
- Fees mailed to the Executive Secretary postmarked by the 30-day entry deadline. Please see the Fee Schedule enclosed.

Due the day of the contest:

- **One copy of UIL Form #1:**
- **This form, which is due the day of the contest prior to the performance, should list eligible students *as of the date of the contest* and must be signed by the principal. You may create this form on your computer if you desire. *Please do not submit a Form #1 with your fees. The Form #1 must be current (prepared on or just before the date of the contest).***
- **Statement of Compliance** (www.uiltexas.org/music/marching-band)
The director of each entry in the UIL region marching band contest must submit the Statement of Compliance signed by the director.
- **Letter of Intent: *You no longer need to submit a "Letter of Intent" for Area Marching contest since part of the region Marching registration requires you to check whether or not you will participate in Area Marching if eligible.***
- **ANNOUNCER'S SCRIPT**
- **Remember that the Parent/Student UIL Marching Band Acknowledgement Form must be signed and on file in the school building.**

CONCERT AND SIGHT-READING CONTEST

- Entries are due on the 30 day deadline through website www.texasmusicforms.com
- *Changes in program selections can be made up until seven days prior to the first day of the contest. Change requests must be emailed to the Executive Secretary.*
- Fees must be postmarked by the 30-day deadline. Checks should be made out to Region IX UIL Music and mailed to Brad Bouley, Executive Secretary, Region IX UIL Music, 16914 Avenfield Rd. Tomball, Texas 77377. *An Invoice from texasmusicforms.com must be included with payment.*

Note: *All Non-Varsity and Sub Non-Varsity groups perform the same level of concert music and sight-reading music per their school's classification. There is no literature distinction by the State UIL between 2nd, 3rd, and 4th groups. Sub Non-Varsity Groups do receive 1 minute of additional time in the First Explanation Period in the Sight-Reading Room.*

Classifications for contests are:

- 1st Group – Varsity
- 2nd Group – Non-Varsity
- 3rd Group – Sub Non-Varsity A
- 4th Group – Sub Non-Varsity B
- 5th Group-Sub Non-Varsity C

Due on the day of contest:

- One copy of **UIL Form #1**: This form, which is due the day of the contest prior to the performance, should list eligible students as of the date of the contest and must be signed by the principal. Directors may also download this form from the UIL websites. **NOTE:** Please be sure to thoroughly research eligibility as an ineligible student will cause the organization to be disqualified even if the director has checked records and the error is discovered after the contest.
- The Form #1 must be current (prepared on or just before the date of the contest) and must be signed by the principal. Please do not enclose a Form #1 with the fees.

(NEW) REGION MARIACHI CONTEST

A Mariachi Region Contest has been established for the 2021-2022 school year.

Region Mariachi Contest

REGION ASSIGNMENTS. All mariachi ensembles shall participate in the region contest according to the following assignments:

Rio Grande Valley - Regions 15 & 28

Coastal Bend - Regions 9, 10, 13, 14, 17, 19, 23, 27 & 33

Hill Country - Regions 11, 12, 18, 26, 29 & 32

North Texas - Regions 2, 3, 4, 5, 8, 20, 21, 24, 25, 30 & 31

West Texas - Regions 1, 6, 7, 16, & 22

Each of the five contest sites shall be determined by the region executive committees with participating mariachi ensembles.

RULES. Each performing ensemble shall follow the published rules, including performance regulations, instrumentation, and music scores. Any ensemble not meeting these requirements shall be subject to disqualification.

ENTRY REQUIREMENTS. Each participating ensemble will be assessed an entry fee as determined by the contest chair. Other entry requirements, including deadlines, will be determined by the contest chair.

ELIGIBILITY. Mariachi ensembles representing any UIL member high school may enter the region contest in either the traditional or experimental category. Any ensemble not meeting these requirements is subject to disqualification. Each school may designate each participating ensemble as either varsity or non-varsity. Only one ensemble from a school may be designated as varsity.

TRADITIONAL CATEGORY (Event Code 900). Conforms to traditional mariachi instrumentation and part distribution as follows. The ensemble must consist of a minimum of 7 and a maximum of 24 performers which includes at least: 3 Violins, 1 Trumpet, 1 Guitarron, 1 Vihuela, and 1 Guitar. Vocalists are optional; however, if utilized, must be instrumentalists performing in the ensemble. Any other combination of instruments may be added to the above instrumentation.

EXPERIMENTAL CATEGORY (Event Code 910). demonstrates the mariachi performance tradition but with no instrumentation requirements. The ensemble must consist of a minimum of 5 and a maximum of 24 performers that includes any combination of traditional and non-traditional mariachi instruments and vocalists.

ADVANCEMENT TO STATE. Any varsity ensemble in the traditional category receiving an overall Division 1 rating at the current year's assigned region contest is eligible to advance to the state mariachi festival. Non-varsity ensembles are not eligible to advance to the state festival and varsity ensembles receiving an overall Division 1 rating in the experimental category are not eligible to advance to the state festival.

REPERTOIRE. Repertoire must include a *son* in the style of *son jalisciense*. At least one other selection (may be included in a medley) must be performed and should be in a contrasting style.

ADMISSION FEE. Performances will be open to the general public. An admission fee may be charged. Performers, directors, and school administrators will receive complimentary admission.

SCHEDULE. Ensembles will be scheduled by conference and category (varsity or nonvarsity and experimental or traditional) at 15-minute intervals as follows:
3 minutes: set up and complete sound check
1 minute: announcement

10 minutes: maximum performance time {no minimum)

1 minute: stage exit

A Festival Compliance Official {FCO) will have a Performance Compliance List and time will be kept backstage by the official.

MUSIC SCORES. Directors are to check in at the contest office and provide three sets of music scores. The scores are to be published or computer generated with measures numbered and in standard published score format. Scores are to include all parts, including vocal part(s) and lyrics.

ADJUDICATION.

(1) Each ensemble will receive a written critique from a panel of three judges.

(2) Each ensemble will receive a rating of Division I, II, III, IV, or V from each judge. An overall rating will be assigned based on the formula outlined in Section 1112 of the Constitution and Contest Rules.

AWARDS. Each ensemble receiving an overall rating of Division 1 will receive a group award as well as individual gold medals for each member.

SOLO AND ENSEMBLE CONTEST

- **Entries must be submitted by the 30 day deadline through the www.texasmusicforms.com website.**
- **Fees must be mailed to the Executive Secretary postmarked by the contest deadline listed in the calendar. Checks should be made out to Region IX UIL Music. Please see enclosed Region IX Fee Schedule. Please remember that each student must pay \$15.00 per solo and \$8.00 per ensemble member.**
- **Form #1, listing currently eligible students and signed by the principal, is due the day of the contest. Please do not enclose a Form #1 with fees.**
- ***Continued for 2021-2022 school year.* A judge or judges will be assigned to your individual campuses. Judges will be assigned and be expected to judge between 40 – 50 students in an 8-hour judging day.**

REGION 9 UIL SOLO AND ENSEMBLE 2022 CAMPUS PROCEDURES AND RESPONSIBILITIES

JUDGES

- Judge names and contact information will be provided.
- Contact the judge(s) for your campus and communicate the following:
 1. Report time (30 minutes before first event).
 2. Timeline (start and finish).
 3. Directions to the campus.
 4. Address of the campus.

5. Where to park.
6. Where to enter the building.
7. If you are providing a meal. Get their input.
8. Provide a contact and cell phone number for the judge.
9. Let them know of all COVID-19 procedures relevant to your campus.
10. Remind them to self-monitor and to wear a mask.
11. Arrange for meals and other basic hospitality for the judge(s). The limit per day per judge is \$35. This does not mean spend \$35 but it is the maximum reimbursement. You can probably do this for less. Keep your receipts!
12. I will send each judge a voucher.
13. Make a packet for each judge that should include:
 - Instructions to Judges (attached to this email).
 - Schedule
 - Pencils

SCHEDULE

- Create a schedule for your events.
- 6-minute intervals for vocal and 8-minute intervals for instrumental.
- The start time may vary. If your judge is travelling to another campus on Saturday, they must finish by noon to allow for travel. This information will be sent to you when the schedule is published.
- Provide a schedule for the judge(s).
- I have included an Excel workbook (blank solo and ensemble schedule) you can use. Modify it if you like or create your own.
- Just download the workbook and save as “*your school*” S&E schedule.
- It includes a sheet for Saturday AM, & Saturday PM.

COMMENT SHEETS

- Print comment sheets prior to the contest day using texasmusicforms.com. Do this a few days before so if you have any problems they can be resolved.
- This is best done using Chrome or Internet Explorer as the system was designed with these in mind. Using Safari often causes some printing issues.
- All vocal, woodwind, brass, string, piano, and guitar solo and small ensemble events are number 6 forms.
- All percussion events are number 7 forms.
- All medium ensemble events are number 8 forms.
- Use a different color of paper to print comment sheets. Light yellow, light blue, or another light-colored paper is best. This will help everyone distinguish the comment sheets from other items.
- Arrange comment sheets in order of the schedule for each judge.
- Determine a process to get these to the judge(s) for each event.

- Devise a process to pick up comment sheets periodically and to record ratings.

SCORES FOR JUDGES

- Provide a copyright compliant score for each event with measures numbered.
- Devise a process to get these to each judge.

NUMBER ONE FORMS

- Scan and email a signed number one form before the beginning of the contest to babouley@comcast.net.
- These may be submitted early!

LATE ENTRIES

- All entries must be entered no later than the day before the day of the contest.
- Use the late entry contest on texasmusicforms.com to enter late entries.
- When submitting payment for late entries there is a \$5 late fee for each student in addition to the normal entry fee.

JUDGE AREA SET UP

- Set up judging areas following all COVID-19 guidelines.
- Shield for judge and accompanist as required.
- Chairs and music stands as needed.
- A piano for all live accompaniments.
- Appropriate equipment for recorded or another electronic accompaniment.
- A person familiar with the playback equipment to operate it.
- A desk for the judge.
- Pencil sharpener.
- Adequate room ventilation.
- Air purifier if available.
- A comfortable chair for the judge.

DAY OF

- Conduct a judge(s) meeting 30 minutes ahead of the first event.
- Provide each judge with a judge packet.
- I will send each judge a voucher.
- If you have a judge all day on Saturday or if the judge is at your school on Saturday afternoon collect their judge voucher upon completing and scan and email it to babouley@comcast.net. They may also do this themselves if they wish.
- Go over judge instructions.

- Remind instrumental judges to indicate on the comment sheet if Class one solos are performed by memory or not.
- Let them know of meal plans (if any) and hospitality provided.
- Emphasize the need to stay on schedule (especially if they have another school later that day).
- Ask them to limit any verbal comments, etc. to minimize any transmission.
- Let them know how comment sheets and scores will be handled.
- Please do not add any further instructions regarding judging standard, etc.

ACCOMPANIMENT

- All events requiring accompaniment must be accompanied in a manner consistent with the UIL Constitution and Contest Rules.
- **(7) Accompaniment. All solos and ensembles must be accompanied by piano, recorded accompaniment, electronic accompaniment, or other musically appropriate instrument(s). Exception: Solos and ensembles designated as such in the score may be unaccompanied**

TITLE ISSUES

- Do not change titles without the approval of the executive secretary.
- I will email a reminder about title changes before the contest.
- The deadline for title changes is 7 days before the first day of the contest.
- **GO THROUGH YOUR ENTRIES AND MAKE SURE TITLES ARE CORRECT. THERE ARE SCHOOLS THAT HAVE NUMEROUS ERRORS EVERY YEAR. I WILL NOT BE THERE TO FIX YOUR ERRORS THIS YEAR. INCORRECT TITLES WILL BE DISQUALIFIED SO BE THOROUGH IN TAKING CARE OF THIS.**
- I will change any titles submitted 7 days before the day of the contest, then you can print a new form if you have already printed.

RATINGS AND MEDALS

- A list of your events with bar codes will be emailed to each campus before the contest.
- When printing the list be sure bar codes are clearly printed. Faded barcodes will not scan properly
- Record ratings on this list just to the right of the bar code in a manner that is fully legible and does not obstruct the bar code.
- *For all instrumental class one solos, indicate if the solo is memorized and qualifies for the State Solo and Ensemble Contest by **adding a C for “Certified” next to the numerical rating.** Without the “C” included, the entry will be scanned as a plain one which does not allow the student to advance to the state solo and ensemble contest.*
- After all ratings are recorded scan and email the list to babouley@comcast.net.

- Create a new email to do this and put “Ratings (name of school and organization) in the subject. Example: *Ratings Tomball Memorial Choir*.
- **Include your school shipping address with your email of the scanned ratings.**
- We will scan in ratings and ship medals to each school.

REIMBURSEMENT FOR MEALS AND HOSPITALITY

- Send receipts by scanning and emailing or using USPS.
- I will send you a payment voucher to accompany your receipts.
- Checks will be sent after receipts are received.
- Remember this is a one-man operation. I do not have any additional staff so please be patient. I will pay judges first, then I will ship your medals, then campus reimbursements.

OTHER ISSUES

- Contact me with any questions, etc. in this order.
- Email first. Allow time to respond.
- Text second. Allow time to respond.
- Call as a last resort.
- Refer to the documents and emails already sent rather than email, text, or call.

- **You may change a solo or ensemble title up to and including the day before the day of the contest by emailing the change to the Executive Secretary at babouley@comcast.net. Include the student name, New Title and the PML Code for the new selection.**

- **LATE ENTRIES**
Late entries will be allowed for Solo and Ensemble Contests up to and including the day before the day of the contest. A registration fee of \$10.00 and a late fee of \$5.00 per entry will be assessed.

FEE SCHEDULE 2021-2022

**NOTE: Payment Must Be Postmarked on/or Before Contest Entry Deadline Date
AN INVOICE MUST ACCOMPANY PAYMENT**

<u>ORGANIZATION</u>	<u>TOTAL FEE</u>
<i>(state and recording fees are included where applicable)</i>	
BAND	
MARCHING	\$500.00
HS VARSITY CONCERT BAND	\$545.00
HS NON-VARSITY CONCERT BAND	\$545.00
MS CONCERT BAND	\$495.00
CHOIR	
HS CHOIR	\$425.00
MS CHOIR	\$400.00
ORCHESTRA	
HS STRING ORCHESTRA	\$545.00
HS FULL ORCHESTRA	\$595.00
MS STRING / FULL ORCHESTRA	\$495.00
<u>LATE FEE</u>	
Organizational per group	\$50.00
<u>SOLO & ENSEMBLE</u>	
VOCAL SOLO	\$15.00
BAND / ORCHESTRA SOLO	15.00
ENSEMBLE MEMBER (EACH)	\$8.00
TWIRLING SOLO	\$25.00
<u>LATE FEE</u>	
PER EACH MEMBER PER ENTRY	\$5.00

**Mail Fees to:
Region IX UIL Music
16914 Avenfield Rd.
Tomball, Texas 77377**

NOTE: YOU MUST INCLUDE A COPY OF THE ENTRY INVOICE IDENTIFYING YOUR SCHOOL AND ORGANIZATION WITH YOUR PAYMENT FOR ACCURATE CREDITING. THE INVOICE CAN BE PRINTED FROM THE www.texasmusicforms.com SITE.

Region IX UIL Contest Computer Entry Procedures

All contests in Region IX will be entered online. Only entries that are prepared using the method described herein will be accepted.

Go to www.texasmusicforms.com and register as a director if you have not done so. Be sure the correct Region Number (9) is selected and that you select Band, Choir or Orchestra. As of 2021 you must also include your TEA SCHOOL CODE NUMBER.

Be sure to proofread all entries carefully. ONCE YOU HAVE COMPLETED A CONTEST ENTRY, YOU CANNOT EDIT IT. YOU MUST DELETE IT AND SUBMIT A NEW ENTRY WITH THE CORRECT INFORMATION!

Once the entry deadline has passed, program changes must be submitted to the executive secretary no later than 7 days prior to the starting date of the contest.

Again, be sure to enter Region IX contests and the correct contest category and date.

As in the past, you do not and should not print your forms. **All entry forms will be printed by the Region IX office and will have a barcode unique to your school printed on them.** A barcode scanner will be utilized at each contest, which will expedite the scoring of results. For this reason, entries submitted in any other format cannot be accepted. This is a simple, user-friendly entry process, and there is information available online at www.region9music.com to assist any director.

If you need assistance contact the Executive Secretary, Brad Bouley at babouley@comcast.net or 713.204.6293.

Thank you for utilizing this contest entry process. Best wishes for a successful year!

Region IX UIL Music Contests

16914 Avenfield Road

Tomball, Texas 77377

713.204.6293

Email: babouley@comcast.net

Code of Conduct for all Students Participating in Music Contests

Sponsored by

The Region IX UIL Music Executive Committee

1. All schools with students competing in music activities are to be held responsible and liable for any/all damages that may occur at the host school site.

2. Students identified in acts of vandalism or other inappropriate behavior will be removed immediately from the contest site and may, at the discretion of the Music Executive Committee, be disqualified from future participation in music activities in Region IX for a period of one to two years as set forth in the University Interscholastic League Constitution and Contest Rules.
3. Upon identification of guilty students, a letter will be written to the principal of the school where the students are enrolled, with carbons to the supervisor of music, superintendent of schools, and director of the organization, detailing the extent of the infraction. This letter is to be followed by an invoice to the principal for monetary damages as soon as the amount has been determined by the host school.
4. Appreciation for and recognition of the rights of all organizations and individuals during the performance are mandatory.
5. All directors who have students competing in music contests in Region IX are to be directly responsible for the conduct of their students and MUST attend the event entered with their students or cancel the entry unless illness or other acts of God prohibit their attendance. In any case, an official of the school must be at the contest with the students.
6. It shall be the responsibility of all individual directors in Region IX to notify their students of these policies and penalties in advance of each contest.
7. In conclusion, the above Code of Conduct means closer supervision of all students during all Region IX contests. If necessary, schools should provide additional teachers and chaperones to assist the directors during these occasions. The goal is to provide a healthy atmosphere in which students and directors might be able to have a positive, educationally rewarding experience.