



COLONIAL FORGE HIGH SCHOOL BANDS

550 Courthouse Road • Stafford, Virginia 22554 • (540) 658-6115 x130

October 12, 2009

To: District XV Band Directors
From: Andrew E. Loft, District Auditions Host
RE: Senior All-District Auditions
Saturday, December 12, 2009

I have enclosed all of the information you will need to get your students registered and prepared for the audition process. ***Please pass the following information to your students and so that we may all enjoy a trouble-free day.*** I have included a second copy of student information that you may wish to post with your sign-up sheets.

- Directors/Judges meeting in the Chorus Room at 8:30 AM.
- Student registration will be held in the Cafeteria.
- Registration: begins at 7:30 am and **ENDS at 9:30 AM.**
- Students must be pre-registered by their directors by Friday, November 20th.
- Students will register at the audition site to receive their audition number.
- Audition numbers will be assigned sequentially, not randomly.
- Auditions will begin at 9:00 AM.
- The Auditorium will be used as a holding area.
- Students are NOT allowed to play instruments/stereos, etc. in the auditorium.
- Students will be called from the auditorium and taken to warm-up rooms.
 - Audition numbers will be called and posted in the theatre, so students will need to be in that area to hear their audition number.
- Students are not to play their instruments in any area of the school other than the specified warm-up and audition areas. Please advise them of this regulation. They will have a minimum of 30 minutes in a warm-up room.
- No students are allowed outside of the Auditorium or Cafeteria area unless they are warming up for their audition or going to the audition rooms.
- Students **MUST** keep their audition number with them to show as they enter the audition room. A second list will be made as they enter the room as a verification of audition numbers.
- Auditions will consist of a prepared selection, scales and sight reading.
- Prepared selections will be posted at www.cfband.org on Monday, November 2nd.
- Wind and Percussion Auditions will be held on the 1st Floor (ground level) of the academic wing. Students are allowed to bring only their instrument and music to the audition room. Percussionists should bring their own sticks/mallets.
- Major scales should be performed in as many octaves on the instrument as possible.
- Percussion auditions will consist of scales, rudiments, concert and long roll, and sight reading.
- A standard concert snare will be provided. Students auditioning on snare drum may bring their own snare drum for the audition if they so desire.
- No electronic device of any type is permitted in the audition room. (cell phones, tuners, metronomes)
- Mallet instruments available for the audition include a 3 1/2 octave xylophone. Mallets WILL NOT be provided or loaned!
- Four Timpani will be available. Mallets WILL NOT be provided or loaned!
- Percussionists will audition on all three instruments (Snare, Keyboard and Timpani) and will pay only one audition fee.
- “Unofficial” results will be posted in Cafeteria as soon as they are available. Official results will be mailed to each participating director the week following the auditions.
- Concessions will be available from the Colonial Forge Music Boosters. They do a GREAT job of preparing tasty treats! A breakfast menu will be available when you arrive and lunch items will be readily available as well.
- Judges will receive all the coffee and soft drinks you care to consume, plus a free lunch compliments of the Music Boosters.
- Please advise your students that CFHS is well covered by security cameras, many of which are completely hidden from view. Any vandalism/misbehavior WILL be observed!

Responsibilities

Be sure to read thoroughly SECTION iii.9 and iii.10 of the VBODA Administrative Handbook and the District XV Handbook regarding eligibility and responsibilities. **NOTE: ii. In order for their student to be eligible, High School directors must have adjudicated, provided substitute judge or paid the \$100.00 adjudicator substitute fee at the previous school year's Middle School District Band Auditions. This fee needs to be paid at the time of registration, along with any student and VBODA or MENC fees.**

Audition requirements are the same as for All-Virginia Band and are included in this packet. Please make this information available to your students. Additional responsibilities include:

1. Please advise your students of their eligibility and responsibilities.
2. Furnish each student with instructions and audition requirements (enclosed)
3. Compile a list of students auditioning. Please type or print your list and group by instrument, if possible. **PLEASE** send this list to me as an e-mail attachment (if possible) to directorofbands@cfband.org. I will reply via e-mail when I receive your list. If you do not receive a reply, please do not assume that I received the file. I would prefer Excel format, but can handle most any spreadsheet, word processor or delimited text format.
4. Pay the student registration fee of \$5.00 per student in advance (postmarked by November 20)

Director's Registration: Directors must show their MENC membership card or pay the \$105.00 Non-Member Fee.

Student's Registration: *All students must be pre-registered by their director by Friday, November 20th! A \$100.00 late fee will be assessed on all late registrations.* Students will then sign-in at the registration tables (by instrument) in the Cafeteria area to receive their individual registration number. Numbers will be assigned sequentially (the first person will be #1, the second person will be #2, etc.). Students may not pick their registration number randomly from the list.

Directors/Judges Information:

- ***Directors/Judges will meet in the Chorus room at 8:30 am.*** We will review judging assignments, give room assignments and distribute sight-reading material.
- Sight-reading and Prepared Etudes have been "hired out" and are being written exclusively for these auditions. The sight reading examples will arrive sealed and the seal will not be broken until this meeting to ensure that no one has seen the material prior to the audition.
- Please try to bring a metronome and (at your discretion) a small tuner.
- I will send a list of judging responsibilities prior to the audition day so that you may review the particular scale and chromatic requirements for the instrument(s) you will judge.
- Pending available judges, the Flutes, Clarinets and Trumpets will have separate scale and sight-reading rooms. I will group smaller numbers together, such as Piccolo/Low reeds/DbI reeds, Tenor/Bari Sax, Euphonium/Tuba and Bass/Tenor Trombones.

Audition Rooms:

- Auditions are held in classrooms. Each room will have a screen to separate the judges from the students. Each audition room will have a student monitor who has been instructed to stay quiet and out of the way (by the door and not distracting to the student auditioning!) The monitor is in the room to relay any questions or make clarifications for the student auditioning.
- **Students may not talk in the audition room. They are to be disqualified if they talk during the audition process.**
- There will also be a hall monitor for each room who will be responsible for checking audition numbers and keeping the hallways quiet. There will be an adult in each room to enter your scores into the computer as you finish with each student. The data will be gathered via our computer network and brought to a central location within the school before being compiled and posted.

General Stuff:

- Band Parents (Navy Blue CF Shirts) will be posted throughout the school to keep students out of audition and other "off-limits" areas. Please encourage your students to follow their instructions or risk disqualification.
- Please encourage your students to take advantage of the concessions available. Our Music Boosters do a great job of taking care of the directors during the event and I would like them to be able to gain a little bit for their efforts in helping to organize and run the event.
- Students are not to play their instruments in any area of the school other than the specified warm-up and audition areas. Please advise them of this regulation. They will have a minimum of 30 minutes in a warm-up room.
- **Directions to Colonial Forge High School:** From I-95 North, take exit 140, turn Right at the bottom of the exit ramp. From I-95 South, take exit 140, turn Left at the bottom of the exit ramp. Follow Courthouse Road approximately 2 miles. Colonial Forge High School is on the left. An electronic map is located on our website at www.cfband.org under District 15 Audition Information.

Please call if you have questions: (540) 658-6115, ext.130, or e-mail me at directorofbands@cfband.org.