

ECKMEA Honor Ensemble Policies and Procedures Version 1

Honor Ensembles – General Policies

A. Purpose

The East Central District provides students learning and performance opportunities to further enrich their music education experience. The ECKMEA Honor Ensembles serve to further expand and enhance students' musical performance opportunities beyond their daily classroom experience in a positive manner.

B. Eligibility

In order to participate in an ECKMEA Honor Ensemble nomination process, audition, rehearsal, and / or performance, students must:

- Attend a school that is in good standing with KSHSAA within the geographic boundaries of the East Central District
- Be a student in good standing at their school and meet any applicable KSHSAA eligibility requirements
- Be enrolled in a vocal or instrumental performance class at their school
- Be registered to audition or nominated by an active ECKMEA member
- Have all appropriate registration or audition fees paid on their behalf
- Be registered for the appropriate grade level ensemble

C. Registration Process and Fees

East Central District members must submit their list of student nominations and audition registrations for the ECKMEA Honor Ensembles via the KMEA Audition Manager. This system is accessed through the ECKMEA Website. Only educators with an active KMEA membership may register students. Deadlines for audition registration and / or submission of nominees for ECKMEA Honor Ensembles are as follows:

ECKMEA High School Choir - Set annually by KMEA (early October)

ECKMEA High School Instrumental Ensembles - 2nd Week of October

ECKMEA Middle Level Ensembles - 2nd Week of October

ECKMEA Elementary Level Ensembles - 2nd Week of October

Exact dates will be established with the ECKMEA Board in consultation with the ECKMEA Webmaster and published on the ECKMEA website prior to the Fall Dinner Meeting each year. The East Central District assesses a participation fee of \$12.00 per student for all ECKMEA Honor Ensembles except High School Concert Bands and Jazz Band. Due to the increase of audition time, the new participation Fee for the HS Gold, Blue, Red and Jazz Honor Bands are now set to \$18. Fees are charged per registered audition for ECKMEA High School Ensembles and per selected student for Middle and Elementary Level ECKMEA Ensembles. Late registrations are not allowed for non-audition groups.

ECKMEA members are responsible for using the invoice generator found on the ECKMEA website to create an invoice for payment. **Fees must be received by the ECKMEA Executive Director on or before the date of Live Auditions for High School Ensembles or the District Mini-Convention for Middle and Elementary Level Ensembles.**

Late fees will be imposed using the “Audition Registration Deadlines” below. Late fees will be used for registration into all ECKMEA High School Honor Groups and State Choir Audition Registrations. All entries must be submitted using the appropriate registration website.

A late entry fee of \$25.00 will be charged for ECKMEA High School Honor Ensemble audition entries received two-weeks after the deadline. A late entry fee of \$50.00 will be charged for ECKMEA High School Honor Ensemble audition entries received by 11:59 a.m. the night before auditions. In addition, an on-site registration fee of \$100.00 will be charged to register students for High School Honor Ensemble auditions the day of auditions. Effective July 2018, late choir entries are now accepted by the ECKMEA District & State KMEA.

D. Auditions

Live auditions for all ECKMEA High School Honor Ensembles will take place on the first Saturday in November. Choral students should report at the time designated for their school. Instrumental students should report to the audition site by 7:30 AM and check-in to receive their audition badges, schedules, and instructions. Students who check-in after auditions have begun will not be permitted to audition.

Audition music will consist of the KMEA All-State Audition Material for each area. Audition excerpts and requirements can be found on the KMEA Website. Specific details for each area’s audition process can be found in the ECKMEA Honor Ensembles Procedures section.

Students may audition for only ONE festival group (band, orchestra or choir). See NOTE: below for the only exception...

Students who are registered to audition for more than one festival group will be **permitted to audition ONLY for the entry that was submitted first**, based on the timestamp registered with the ECKMEA webmaster. In addition, the teachers who dual enrolled their students will have sanctions filed against them. Administrators will receive a letter of reprimand for each teacher stating that rules have been broken and that if this occurs again, further action will be taken against these teachers.

NOTE: The **ONLY** allowable exception is that Orchestra students may audition for Jazz Band but will have to choose between Orchestra and Jazz Band, if selected. Instrumental students must declare a preference for instrument and ensemble on the registration form. Honor Ensemble Chairs will consider student preference in addition to audition scores, instrumentation, and ensemble quality when placing students who are selected for more than one group (i.e. Flute / Piccolo; Jazz / Concert Band.)

Students must participate in the live audition process to be selected for an ECKMEA Honor Ensemble. The only allowable exception is for students selected for the NAFME All-National Ensembles should the All-National performances conflict with the ECKMEA Audition day.

E. Results

All audition results will be posted to the ECKMEA website as soon as they are available. Audition scores will not be provided to teachers.

F. Rehearsals and Performances

All rehearsals and performances for all ECKMEA Honor Ensembles except High School Concert Bands and Jazz Band will take place on the Saturday of the District Mini-Conventions.

HS Gold, Blue, Red and Jazz Honor Bands will rehearse on Friday afternoon and Saturday. The Friday rehearsal time and location will be set by the High School Honor Chairs depending on availability of rehearsal space.

Choral Practice Tracks: ECKMEA will provide choral practice tracks when it is appropriate to do so. ECKMEA will pay for practice tracks for all choral groups.

G. All-State Audition Eligibility

Students selected for the ECKMEA High School All-District Band, Choir, Orchestra, or Jazz Band are eligible to audition for the KMEA All-State Ensembles, provided they meet all criteria outlined in Section H (Student Participation), and meet any additional criteria set forth by the KMEA State Board.

H. Student Participation

Students are required to participate in all rehearsals and performances of their District Honor Ensemble to be eligible to audition for the All-State Ensembles. Failure to attend any portion of a rehearsal will result in disqualification from the Honor Ensemble and the student will be ineligible to audition for the All-State Ensembles. In the event of an ACT of GOD, the State KMEA Executive Committee will make decisions regarding student eligibility for All-State Ensembles.

I. Educator Participation

All ECKMEA members who register students to audition for an ECKMEA High School Honor Ensemble must assist with the audition process. ECKMEA Honor Ensemble Chairs are responsible for assigning all teachers who register students to audition, a task.

For each 20 registered auditions in each performance area (Band/Jazz, Choir, Orchestra), the school must bring an additional adult to assist with auditions. Example: Auditions 1-20: director must attend. 21-40 a second adult (assistant director if possible). 41-60 a third adult (student teacher/a MS colleague), and so on. Whenever possible this extra adult should also be a music teacher, such as an assistant director, colleague, or student teacher. Parents can also help and will be assigned to door monitoring duties so our professional educators can serve as judges.

Example: School A has 10 Choral Auditions, 25 Orchestra, and 30 Band/Jazz. This school would provide 1 adult for Choral Auditions, 2 for Orchestra, and 2 for Band/Jazz. Initial registration numbers will be used to determine number of adults per school/per audition area.

All adults will be assigned jobs by the honor ensemble chairs. Any school that cannot provide their allotment of adults will pay a \$100 fee for each unfilled position. This fee will be used to hire professional judges (private teachers, etc.) at the rate of \$100 for the day.

Timeline: All Adult Helpers will be reported to the respective Honor Ensemble Chair by the Friday 8 Days prior to the Live Audition Date. Following that deadline, the \$100 fee will be assigned to all schools and honor ensemble chairs will work with the executive director to hire professional judges.

The \$100 per position payment will be due prior to the December Mini-Convention.

The ECKMEA Executive Board must approve any exceptions to this policy.

Teachers who register 20 students or more should bring an additional adult to assist with auditions. Whenever possible this extra adult should also be a music teacher, such as an assistant director or colleague. The ECKMEA President must approve exceptions to this policy. Schools found not to be in compliance will be assessed a \$100 fine.

J. Audition Support Volunteers

ECKMEA Honor Ensemble Chairs may request that participating schools seek out additional adult volunteers to assist with running live auditions. Adult volunteers may be parents, other educators, administrators, and / or students enrolled at a local college or university. These adult volunteers may assist with any tasks deemed necessary except scoring or tabulating student auditions. Adult volunteers may not enter an audition room while students are present or auditions are in progress. These tasks might include door monitors, hospitality room attendants, folder distribution, or registration assistance.

K. Extra Instruments

When repertoire chosen for performance necessitates the addition of instrumentalists, not normally included in the ECKMEA Honor Ensembles (e.g. harp, piano, etc.), the respective ECKMEA Honor Ensemble chair will be responsible for adding a supplemental audition. Notice of a supplemental audition will be posted on the ECKMEA Website no later than one month prior to the Live Audition date. Material for the audition will consist of excerpts from the music to be performed. Auditions may be performed live, if facilities allow, or by recorded audition. The respective ECKMEA Honor Ensemble Chair shall be responsible for securing appropriate judges to hear the supplemental auditions.

Honor Ensembles – Procedures

A. Responsibilities

Each separate musical area (Band, Choir, and Orchestra) and level (Elementary, Middle, and High School) shall periodically review the format of their ensemble and procedures for auditions. Any revisions to the ECKMEA Honor Ensemble Procedures will be submitted to the ECKMEA Board of Directors in order to amend the policy manual. All aspects of the audition, nomination, and selection process shall be outlined in the ECKMEA Policy Manual.

B. High School All-District Band

Students in Grades 9-12 may audition for and participate in the ECKMEA All-District Bands.

Instrumentation: Three bands will be selected with the following instrumentation.

Bands are 1-6A	Red	Blue	Gold – top placement
Piccolo	1	1	1
Flute	10	10	6
Oboe	4	4	2
Bassoon	4	4	2
Bb Clarinet	18	18	12
Bass Clarinet	4	4	2
Contra Clarinet	1	1	1
Alto Sax	4	4	2
Tenor Sax	2	2	1
Bari Sax	1	1	1
Trumpet	13	13	9
Horn	8	8	6
Trombone	9	9	6
Euphonium	4	4	2
Tuba	6	6	4
Percussion	9	9	9
Total	98	98	66

Distribution and Quality: All Bands include all classifications. The Gold Band shall be the top placement group, meaning the top placing piccolo is in the Gold Band, the 6 top placing flutes are 1st-6th chair in order of their audition, and this follows for all of the sections. For the Red and Blue Bands, selected students will be assigned to each band on an alternating basis (i.e., 1st chair to Red, 2nd to Blue, 3rd to Red, etc.) to ensure two bands of comparable quality. The instrumentation is a maximum guideline. Should the adjudication panel determine that there were not sufficient numbers of well-prepared and capable auditions, then the final instrumentation will be reduced accordingly for those bands.

1-4A representation: 66 total spots, matching the instrumentation below, will be reserved for 1-4A musicians. These positions can be in any of the three bands. Students will not be promoted to the Gold Band (top placement) because of classification (there is no quota of 1-4A students in the Gold band). Should there not be enough 1-4A students on a particular instrument, or in the event that an audition panel determines there were not sufficient numbers of well-prepared and capable auditions, then any empty 1-4A positions will be filled by 5-6A musicians to fill the maximum instrumentation numbers listed in the tables above.

	1-4A Reserved positions
Flute/Piccolo	7

Oboe	2
Bassoon	2
Bb Clarinet	12
Bass Clarinet	2
Contra Clarinet	1
Alto Sax	2
Tenor Sax	1
Bari Sax	1
Trumpet	9
Horn	6
Trombone	6
Euphonium	2
Tuba	4
Percussion	9
Total	66

Reasoning (for “Institutional Memory”): Prior to the 2019-2020 school year, the ECKMEA (formerly NEKMEA) honor band structure was two 56A Bands (Red and Blue) and one 1234A Band (Gold). In the 2018-2019 school year, ECKMEA was born (the former NEKMEA split to the current NEKMEA and current ECKMEA). Following the split: The 2018-2019 ECKMEA Gold Honor Band (1-4A) did not completely fill (some sections did not have enough auditionees to fill), while the Red-Blue Bands (56A groups) had all-state caliber performers not make the group due to heavy competition and high audition numbers. The structure of the Gold band being an all-classifications top placement group, and the Red-Blue bands being even split all classifications groups provides an opportunity to have three complete ensembles, provide as many students opportunities as possible, and also provide the strongest honor band experience possible with the highest caliber ensembles. *It is important to reserve the positions for 1-4A schools to ensure participation and opportunity.*

Audition Instruments: Students may audition on any combination of instruments; however, an audition fee is required for each registered audition as outlined in the Policy Manual.

Percussion auditions are a “total percussion” format. The total percussion audition includes performance on snare, mallets, auxiliary and timpani. Students who do not audition on all instruments are not eligible for acceptance. Accepted students will be eligible to perform on all percussion instruments as assigned by the honor band chairs. Audition music will be selected from the KMEA All-State Audition Materials.

Audition Process: The ECKMEA Honor Band Chair shall assign all auditioning students a unique number to ensure an impartial audition process. Students should audition in numeric order, although modifications will be allowed if students choose to audition early.

Auditions will be evaluated using the KMEA All-State Audition Rubrics. Judges will score each audition and then provide a final tally of scores to the ECKMEA Band Chair. The Chair will post a list of all selected students on the ECKMEA website.

Ensemble Selection: Students are allowed to audition for both Concert Band and Jazz Band but will be unable to perform with both ensembles. Directors will state the students' preference during audition registration. This preference will determine the student's placement if they successfully audition into both ensembles

C. High School All-District Jazz Band

Students in grades 9-12 may audition for the ECKMEA All-District Jazz Band.

Instrumentation: One Big Band with standard instrumentation of 5 saxes, 5 trumpets, 5 trombones, 1 piano, 1 guitar, 1 bass, 1 drum set

Audition Process: The All-District Jazz Band auditions will occur in conjunction with the All-District Band. The ECKMEA Jazz Band Chair will provide asset of rubrics to the judges. Students auditioning for both jazz and band or orchestra should complete the jazz audition first.

D. 7th / 8th Grade Honor Band

Teachers may nominate up to six students from their program to participate in the ECKMEA 7th / 8th Grade Honor Band. A band of balanced instrumentation will be selected from among the top nominations.

Nominations: Teachers should nominate top-performing students who will be an asset to the group and will contribute and learn from working with an outstanding music educator. Directors should provide detailed information in their nominations that will best represent each student's ability. (i.e. practical range, other honor band participation, private lessons, other outstanding qualifications). The list of accepted students will be posted on the website and emailed to nominating directors within one week of the nomination deadline. At least one student will be accepted from each nominating school.

Eligible percussionists are students who are strong in all percussion specialties: mallets, timpani, and snare drum. Each selected student will be assigned a mallet part, snare drum part, bass drum or accessory, and other instruments per repertoire requirements. Nominated students would be expected to play any instrument.

E. High School All-District Choirs

Auditions are open to students in grades 9-12.

Eligibility: Students in grades 9-12 are eligible to audition for the ECKMEA HS honor groups. Students ARE NOT allowed to double enroll/audition for more than one honor group.

Registration: There is no cap on the number of singers a school may register. Directors are encouraged to submit a balanced representation of all voice parts whenever possible. **No substitutions will be allowed on audition day.** Only students registered by the deadline will be eligible for the KMEA All-State Choirs. Students entered as late auditions are only eligible for the ECKMEA District Choirs.

Students may not audition for a voice part different than what they registered for. **It is the responsibility of the director to communicate with the student regarding voice part registration during the registration period.** Students who show up on audition day with a different part prepared may still audition, but **ONLY** for the part they are registered for.

Ensembles and Voicing: ECKMEA will have an SATB choir and an SSAA choir. Audition scores will be used to populate these choirs on an alternating and rotating system. For example, the top soprano 1 score is placed in the SATB choir, the next score placed in the SSAA, and so on. The following year, the top score goes to the SSAA choir. ECKMEA may require students to learn a part different than their specific audition part in order to ensure balanced voicing in the honor choirs. Sopranos and Altos earning membership to state choir may or may not be placed in the similarly voiced choir for state.

Audition Repertoire: The audition pieces and information concerning the mp3 practice files may be found by visiting www.ksmea.org/hschoir. Students will sing a portion of each selection for the audition. Audition cuts will be posted on the ECKMEA website, <http://eckmea.org>, by 8 am on the Friday morning before auditions. Directors should share these audition cuts with their students so that cuts are marked in music prior to audition day. After the repertoire portion is complete, students will remain in the room to perform the sight-reading portion of the audition. (See Sight Reading Procedures)

Audition Times and Blocks: Participating schools will be assigned audition times in either the morning or afternoon session, all students from each school auditioning during the same session. AM/PM session lists will be published on the ECMKEA website, <http://eckmea.org>, after the registration deadline so the number of auditions within the blocks can be balanced.

Audition Check-In Procedures: All students auditioning in the morning must report to the check in table by 7:30 AM or they will not be permitted to audition. Students auditioning in the afternoon must report to the check in table by 12:30 PM or they will not be permitted to audition. Special scheduling requests must be made by the director through the audition chair. Students should bring audition music and a pencil. Dress is casual. Upon check in, students will receive nametag with audition number, place the nametag in an easily visible place on their clothing, then move into the auditorium to receive instructions and to hear a recording of all audition passages as well as sight-singing instructions. Students should have cuts marked in both excerpts prior to arrival. Audition excerpts will be played every 30 minutes. Audition numbers will be called in order to

move from the auditorium to the audition rooms. Special scheduling requests must be made by the director through the audition chair **prior to audition day.**

Audition Process: Auditions are blind; students will not see judges, and judges will not see students. No student should speak or move into the view of judges while in the audition room. The door monitor will announce the student's audition number.

The audition is performed with a recording that plays all parts on a piano. After the audition selections are complete, a recording will begin to initiate the sight-singing process. (See Sight-Singing Procedures) Three judges will individually rate the student's performance. If you have a student who is visually impaired, please contact the high school vocal chair prior to the audition so the necessary accommodations can be made.

Sight-Singing Procedures:

The procedures for the sight-singing portion of the auditions are outlined below.

1. After the audition cuts have been played in the warmup area, the procedures for sight-singing will be read aloud. Students may ask questions at this time.
2. After performing selections in the audition room, the recording will initiate the sight-reading process. Every student must sight-sing. Failing to remain in the room for sight-singing will result in disqualification.
3. Students may not talk to anyone who has finished auditioning and they must stand far enough away from the audition room door so they cannot hear the preceding student.
4. The recording will instruct the student to remove the cover sheet and reveal the sight-singing example. Students may not write on the sight-singing example. The student will hear the Tonic triad [Do-Mi-So-Mi-Do-(low)So-Do or 1-3-5-3-1-(low)5-1] played to establish the key for the exercise, after which they may begin practicing. Students will have 45 seconds to practice the selection. Singing aloud during practice is recommended. After 45 seconds, the student will hear "*Please stop.*" Students will hear the tonic triad again, after which they will have 30 seconds to perform the exercise. After 30 seconds, the student will hear "*Please stop,*" and be asked to replace the cover sheet. Here is an exact script of what the student will hear when the CD is played:
 - ***"Please remove the cover sheet to reveal the sight-singing example."***
 - Tonic Chord is played [Do-Mi-So-Mi-Do-(low) So-Do or 1-3-5-3-1-(low)5-1].
"Begin the practice period."
45 seconds to practice
"Please stop."
 - Tonic Chord is played again.
"Begin."
30 seconds to perform.

"Please stop. Replace the cover sheet over the example and thank-you for auditioning today."

5. Student practice will not be considered as part of the rating. The student should attempt to sing (not hum) the sample as correctly and as smoothly as possible. A point is awarded for each half-measure chunk sung correctly. Zero points, if no chunks are correct. Students will no longer receive an overall score of 1 point for simply attempting the example. **If a student sings the example perfectly the first time, an extra "flow" point is given.** The student may attempt the exercise as many times as they wish during the 30 seconds. Their best score will be one used for their audition. Students may NOT discuss the sample with other students or sing the exercise after leaving the room.

Sight-Singing Exercise Details:

- All exercises will be 4 measures in length, beginning and ending on the tonic.
- Exercises for each of the four parts will be different, tailored to the appropriate range of the part.
 - Soprano in E-flat Major
 - Alto in D Major
 - Tenor in E-flat Major
 - Bass in D Major
- All exercises will consist largely of stepwise melodic material with a few leaps of the third, fourth or fifth. Basses may expect the cadential octave.
- All exercises will be diatonic, that is, in the key specified without accidentals.
- All exercises may include a dotted rhythm **after** the first chunk.

F. Middle Level Choir

Middle schools may register up to eight 7th and 8th grade students for this choir. Students are not auditioned but are selected based on director recommendation. To maintain ensemble balance, students are to be registered in evenly voiced quartets. Students must be able to match pitch and represent the best singers. Students must be able to manage their behavior for the duration of an intense rehearsal/performance.

G. Treble Honor Choir

ECKMEA members may nominate up to 8 students with unchanged voices in grades 4, 5 & 6. Nominated students must be divided equally between Part I and Part II. Schools submitting an odd number of students should divide them as equally as possible. Students must be able to match pitch and represent the best singers. Students must be able to manage their behavior for the duration of an intense rehearsal/performance.

H. High School All-District Orchestras

Students in grades 9-12 may audition for the All-District Orchestras

Instrumentation: 2 string orchestras with the following instrumentation:

	Blue	Gold
Violin 1	18	18
Violin 2	18	18
Viola	16	16
Cello	16	16
Bass	8	8
Total	76	76

Audition Process: The audition process will follow the procedures and guidelines developed for the KMEA All-State Orchestra.

Distribution and Quality: For the high school Orchestras, the students selected for their respective orchestras will be based on total points scored on their audition. The Gold Orchestra will have the highest scored auditions until the instrumentation is filled. The Blue will then be the next scores in order until the instrumentation numbers are filled. Should the adjudication panel determine that there were not sufficient numbers of well-prepared and capable auditions; then, the final instrumentation will be reduced accordingly for those orchestras.

I. Middle Level Orchestra

Educators may nominate up to six (6) students from 7th/8th grade, per middle level building, with no more than 3 violins per 6 nominees from one school.

Directors are responsible for securing individual parts for their students. For the best experience of everyone involved, please take the time to make sure students are prepared for mini-convention.

J. Elementary Level Orchestra – Da Capo Orchestra

Only students in grades 5 and 6 may be nominated for the Elementary Level Orchestra. Each ECKMEA member may nominate up to 6 students per building assignment, with no more than 3 violins per 6 nominees from one school.