

CCMTA All-County Music Festival CONDUCTOR AND PROGRAM SELECTION GUIDELINES

Please read carefully!

1. **Conductor:** Secure the services of your guest conductor as soon as possible. A list of past conductors and program pieces is on the CCMTA website (www.ccmta.net). The Executive Committee must approve the conductor you have chosen, and the program that will be submitted. Send the name of your conductor, and pertinent biographical information (including their background, qualifying experiences for working with the group - such as NYSSMA Major Ensemble ratings and guest conductor experiences, and preferably first-hand information of someone who has watched this person conduct), to the CCMTA President before the deadline date. This information is needed both for approval and for public relations purposes.

Information to tell your potential conductor:

- Date and location of Festival
- Total rehearsal hours, and approx. schedule
- Contract details (see below)
- Number of students and level of music they will be working with

If you are having difficulty finding a conductor or selecting a program, please feel free to contact any member of the Executive Committee for help. Many of us can suggest people we know would be successful, or just lend a hand in helping you with your decisions.

2. **Fees:**
 - \$350 – All Conductors with the exception of the Elementary Chorus Conductor
 - \$250 – Elementary Chorus Conductor
 - \$150 – Jr. and Sr. Chorus Accompanist
 - \$100 – Elementary Chorus and Women's Chorus Accompanist
 - Additional accompanists/instrumentalists require approval by the Executive Committee - requests should be made at the time of program submission.
 - Up to \$40 reimbursement – Spring Festival Chairmen only, to cover submitted receipts including dinner for yourself and your conductor, or up to \$60 if also including an accompanist. Reimbursement for supplies, with receipts, are allowed with pre-approval by Executive Administrator. Please make arrangements for your dinner plans ahead of time.
 - Lunch (from 12-1 p.m. for Spring Fest., Winter Fest. as per schedule) is provided by CCMTA for all conductors, accompanists, and Festival Chairpersons. You will be notified of the location, and fees will be paid to conductors and accompanists at this time.
 - Housing, travel expenses, and additional meal reimbursement will not be covered.
3. **Contract:** Once your conductor has been approved, send them 2 copies of the contract (available on the website). Fill out your part of the contract and ask your conductor to fill out the rest, sign and date the form, and return one copy to you. These signed contracts must then be sent to the Executive Administrator by September 1.
4. **Accompanist:** Choral chair people should line up an accompanist. They will also need a contract, which also needs to be returned to the Executive Administrator by September 1.
5. **Program length:** Programs for each performing group will include 2-4 pieces of varying styles and difficulty with a **total program length not to exceed 15-17 minutes**. This time allotment will be strictly adhered to.
6. **Music Selection:** Work with your conductor to assist them in the music selection, and provide them with the BOCES Music Library listings for your ensemble, as well as pieces performed in the last 4 years (available to you on the CCMTA website). It is important for the conductor to realize that rehearsal time is minimal. To ensure the success of each performing group, program selection is crucial. The required information for each piece must be sent to the CCMTA President by the deadline date for Executive Committee approval.
 - You may borrow single copies from the library of any titles for perusal by the conductors, but you will be responsible for borrowing and returning them.
 - You may borrow from any other libraries, but you will also be responsible for returning the scores. Under no circumstances will out-of-print music be borrowed from other libraries.
 - You are welcome to purchase music yourself that you would then keep in your own library.

7. **Music Purchase Budget:** Due to the elimination of BOCES funding for the music library for 2010-2012, the following music budget will be used this year:
- **Winter Festival Ensembles:** Choose two or three pieces from the CCMTA library, and your conductor may select 1 or 2 new pieces to purchase. The following budget will be the *most* CCMTA will spend on each group (but we'd be very happy if you stay *under* budget - feel free to borrow from other sources):

Elem. Band (2@150 each)	\$300
Jazz Ensemble (2@50 each)	\$100
Percussion or Brass Ensemble (2@\$25 each)	\$50
Vocal Jazz (2@\$60 each)	\$120
Women's Chorus (2@\$160 each)	\$320
 - **Spring Festival Ensembles:** All pieces must be chosen from the music library. You are welcome to borrow from other libraries, as long as you do not borrow any out-of-print scores, and are responsible for the borrowing and return of the music. Replacement scores for BOCES library pieces will be purchased if needed.
8. **Information to submit to the Executive Committee:** Include the following for all submitted music programs:
- Title,
 - Composer/arranger
 - Voicing or arrangement
 - Publisher
 - Publisher number
 - Publisher availability
 - Library selections: number of copies available (as listed on the BOCES media center website) as well as number that would need to be ordered to cover your group.
 - Price
 - A copy of all scores, esp. if they are not in the BOCES library
 - Performance length.
 - If piece is to be borrowed, please state source.
 - Recording, if available
- Items from the library may need replacing or occasionally may not be available, so make sure the Executive Administrator gets complete information on those pieces also.
9. **Suggested average performance standards:**
- Senior High Band and Chorus – NYSSMA Levels 4-5
 - Junior High Band and Chorus – NYSSMA Levels 2-4
 - Elementary Chorus – NYSSMA Levels 2-3 (Elem.)
 - Brass Ensemble – NYSSMA Level 4
 - Percussion Ensemble – NYSSMA Levels 3-4
 - Women's Chorus – NYSSMA Level 4
 - Elementary Band – NYSSMA Levels 1-2
 - Vocal Jazz – NYSSMA Levels 4-5
 - Jazz Ensemble – NYSSM Levels 4-5
10. **Approximate Performing Group Size** (*must be students of CCMTA members - check with Executive Administrator for teacher eligibility*):
- SH Chorus (Grades 10-12): 130-150 utilizing various mixed voicings
 - JH. Chorus (Grades 7-9): 210 - 220 utilizing predominantly SAB voicings; SATB has been used successfully in the past.
 - Elementary Chorus (Grades 5-6): 200-224 maximum using predominantly SA voicing; unison, SSA and SSAA voicings have been used successfully in the past.
 - Elementary Band (Grades 5-6): 100 - 110
 - Senior Band (Grades 10-12) and Junior Band (Grades 7-9): size will vary as to the preference of the conductor and needs of the selected program. Usually 100 - 120.
 - Vocal Jazz (Grades 9-12): 28-32 utilizing various mixed voicings.
 - Percussion Ensemble (Grades 9-12): 10
 - Brass Ensemble (Grades 9-12): 20
 - Jazz Ensemble (Grades 9-12): - 17 +/- 3

- Women's Chorus (Grades 9-12): 40-60 utilizing predominantly SSA voicing, as well as SA and SSAA