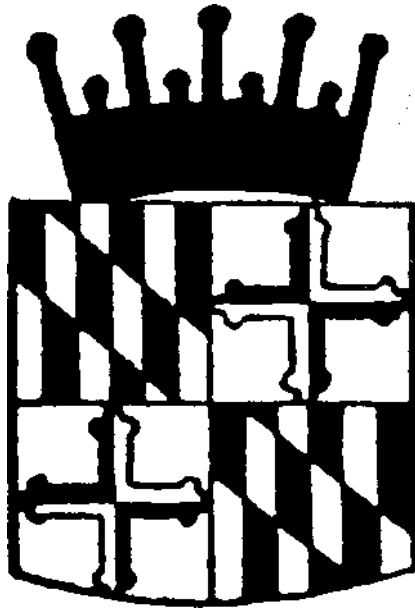


Maryland Music Educators Association
Maryland Orchestra Directors Association



Policies and Procedures

Maryland Orchestra Directors Association

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Maryland Music Educators Association and its component organizations, Maryland Band Directors Association, Maryland Choral Educators Association, and Maryland Orchestra Directors Association, sponsor statewide festival events for students every year. These include the All State Ensembles, the Solo and Ensemble Festivals and the State Orchestra, Chorus and Orchestra Festivals. The eligibility policy for the events appears in the MMEA August *All State Auditions Handbook* and on the MMEA Web page. Additional requirements are handled in the Policies and Procedures of each of the component organizations, MBDA, MCEA and MODA.

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Maryland All State Junior Orchestra and Senior Orchestra

The Maryland Orchestra Directors Association shall sponsor an All State Junior Orchestra for instrumental music students in grades 7, 8 and 9 and an All State Senior Orchestra for instrumental music students in grades 10, 11 and 12.

To participate in any of these orchestras, a student must attend an independent (private), parochial, or public school in Maryland. Students must be enrolled in an orchestra class in their schools in the appropriate grade to audition for statewide activities. The music teacher who teaches the specific ensemble class must initiate the application for his or her students' audition, and all applications have to be signed by the school principal. If a high school uses an alternative scheduling model, students can participate in the years in which they receive full credit for ensemble classes. Students who do not participate in their school orchestra class are not eligible.

Student membership for each orchestra is selected on the basis of a state-wide audition.

Recommended instrumentation for All State Junior and Senior Orchestras

The literature and conductor determine the actual All State Orchestra instrumentation.

The recommended instrumentation for strings for both Junior and Senior Orchestra is 30 first violins, 30 second violins, 20 violas, 20 cellos and 10 basses. The strings can vary proportionately based on the ability level demonstrated at the auditions. Example: The bass auditions may not yield 10 qualified players, or may yield 12 qualified players. The size of the group may be adjusted proportionately.

The wind and percussion players for Senior Orchestra are selected and assigned cooperatively by the MBDA and MODA presidents, based on the specific concert literature and the recommendations of the conductors of both Senior Orchestra and Senior Band. (Example: The band has no solo parts for flute, but the orchestra has two solo flute parts. The two top scoring flute players would be assigned to orchestra.)

In a year in which the literature and the recommendation of the conductor do not include a specific instrument, such as harp, that instrument is not open for audition.

AUDITIONS

1. A student must be nominated for an All State audition by his/her school orchestra director on a standard All State Orchestra nomination form provided by MODA. This form is published in the MMEA August *All State Auditions Handbook*.
2. The nomination form must be correctly filled out and signed by the director and the principal and sent to the Executive Director of the Maryland Music Educators Association. All nominations must be mailed in one envelope and received no later than the published deadline date. A fee of \$35.00 per student must accompany the late forms (check or money order payable to MMEA).
3. Directors and teachers should not misconstrue the All State Orchestra audition as an audition experience or an opportunity for adjudication. The event is solely an audition for All State Orchestra membership selection.

4. Requests for audition scores may be made by teachers in writing on school letterhead to the MMEA Executive Director, with a self-addressed stamped envelope enclosed.
5. All deadline dates are for receipt of applications and will be strictly enforced.
6. No student may audition on more than one instrument.
7. In the event that a student arrives at the audition with the incorrect audition music prepared, the student will be given the correct music and up to an hour to prepare the correct music before the audition.

ALL STATE JUNIOR and SENIOR ORCHESTRA AUDITION REQUIREMENTS

Required Music

- MODA publishes the required music for audition preparation in the MMEA August *All State Auditions Handbook*. It includes scales, an etude, orchestral excerpt(s), and sight reading.
- It shall be the student's responsibility to secure the music and prepare it (with the teacher's assistance) for the audition event.

Orchestra:

There will be two judges in each room.

Scales:

Violin – Junior Orchestra

Scales: Major scales up to 3 sharps and 3 flats, the lowest two octaves, to be played by slurring two eighth notes per bow, followed by a two octave arpeggio in the same note pattern at the same tempo. (quarter note = 92) The a and d melodic minor scales two octaves, to be played by slurring two eighth notes per bow. (quarter note = 92) There is no arpeggio for minor scales. Scales are to be played from memory.

Viola - Junior Orchestra

Scales: Major scales up to 3 sharps and 3 flats, the lowest two octaves, to be played by slurring two eighth notes per bow, followed by a two octave arpeggio in the same note pattern at the same tempo. (quarter note = 92) The c and d melodic minor scales two octaves, to be played by slurring two eighth notes per bow. (quarter note = 92) There is no arpeggio for minor scales. Scales are to be played from memory.

Cello - Junior Orchestra

Scales: Major scales up to 3 sharps and 3 flats, the lowest two octaves, to be played by slurring two eighth notes per bow, followed by a two octave arpeggio in the same note pattern at the same tempo. (quarter note = 92) The a and d melodic minor scales, the lowest two octaves, to be played by slurring two eighth notes per bow. (quarter note = 92) There is no arpeggio for minor scales. Scales are to be played from memory.

String Bass - Junior Orchestra

Scales: Major scales of F, G, and A, two octaves, to be played by slurring two eighth notes per bow. (quarter note = 92) Major scales of Bb, C, and D one octave, to be played by slurring two eighth notes per bow, followed by a one octave arpeggio in the same note pattern at the same tempo. (quarter note = 92) The e and g melodic minor scales, two octaves, to be played by slurring two eighth notes per bow. (quarter note = 72) There is no arpeggio for minor scales. Scales are to be played from memory.

Violin – Senior Orchestra

Scales: Major Scales up to 5 sharps and 4 flats, three octaves, to be played in triplets, slurring three eighth notes per bow, followed by a three octave arpeggio, in the same note pattern at the same tempo. (quarter note = 86) The e and b melodic minor scales, three octaves, to be played by slurring three eighth notes per bow. (quarter note = 86) There is no arpeggio for minor scales. Scales are to be played from memory.

Viola – Senior Orchestra

Scales: Major scales of Bb, F, G, A, and Ab, two octaves, to be played by slurring two eighth notes per bow, followed by a two octave arpeggio in the same note pattern. (quarter note = 86) Major scales of C, D, E, and Eb, three octaves, to be played in triplets by slurring three eighth notes per bow, followed by a three octave arpeggio, in the same note pattern at the same tempo. (quarter note = 86) The a and g melodic minor scales, two octaves, to be played by slurring two eighth notes per bow. (quarter note = 92) There is no arpeggio for minor scales. Scales are to be played from memory.

Cello – Senior Orchestra

Scales: Major scales of G, E, A, F, Bb, and Ab, two octaves, to be played by slurring two eighth notes per bow, followed by a two octave arpeggio in the same note pattern. (quarter note = 86) Major scales of C, D, and Eb, three octaves, to be played in triplets by slurring three eighth notes per bow, followed by a three octave arpeggio, in the same note pattern at the same tempo. (quarter note = 86) The c and g melodic minor scales, two octaves, to be played by slurring two eighth notes per bow. (quarter note = 86) There is no arpeggio for minor scales. Scales are to be played from memory.

String Bass– Senior Orchestra

Scales: Major scales of F, C, Bb, G, D, and A, two octaves, to be played by slurring two eighth notes per bow, followed by a two octave arpeggio in the same note pattern at the same tempo. (quarter note = 92) The a and b melodic minor scales, two octaves, to be played by slurring two eighth notes per bow. (quarter note = 72) There is no arpeggio for minor scales. Scales are to be played from memory.

Required Music:

- Only an excerpt of the prepared pieces may be performed. The entire piece may not be required.
- The excerpts of the required pieces will be posted in the warm-up room and at the entrance to each audition room.
-

Sight Reading: Sight reading will be required.

ALL STATE ORCHESTRA NOTIFICATION AND ACCEPTANCE

All teachers who nominate students for an All State audition will receive the list of accepted students. Selected students receive all information and commitment materials from the nominating teacher.

Those materials include the “Rules Governing Maryland All State Ensembles,” and the student, parent, teacher and principal sign the student contract that attests to understanding what is required of the students, including the rules. Students who violate those rules will be dismissed from the group and may face consequences at the school.

Music is sent to the nominating teacher, who should monitor the preparation of the student. Students/parents are responsible for fees that cover hotel and meals, and parents are responsible for transportation to the rehearsal site and from the performance site.

MARYLAND MUSIC EDUCATORS ASSOCIATION DISTRICT FOR FESTIVALS

District 1 – Prince George’s County

District 2 – Montgomery County

District 3 – Anne Arundel County

District 4 – St. Mary’s County

District 5 – Caroline, Dorchester, Kent, Queen Anne’s, Somerset, Talbot, Wicomico, Worcester Counties

District 6 – Harford County

District 7 – Baltimore County

District 8 – Carroll County

District 9 – Allegany and Garrett Counties

District 10 – Baltimore City

District 11 – Charles County

District 12 – Calvert County

District 13 – Howard County

District 14 – Frederick County

District 15 – Washington County

District 16 – Cecil County

Districts may collaborate on festival events if they so choose.

FESTIVAL POLICIES

Classification of Event

Participants may enter the festival on six (6) grade levels designated according to music difficulty. Each of the following levels will be open to students from any secondary school:

1 - Easy	4 - Moderate Difficult
2 - Moderate Easy	5 - Difficult
3 - Average	6 - Very Difficult

Maryland Rating System

The Maryland five rating plan will be used in all solo and ensemble festivals:

I - Superior	IV - Fair
II - Excellent	V - Poor
III - Average	

Rating I	Superior – The best possible performance. This rating might be compared to a percentage of 96-100.
Rating II	Excellent – A performance of distinctive quality but not worthy of the highest rating due to minor defects in performance. This rating might be compared to a percentage of 90-95.
Rating III	Average – A performance showing some accomplishment and promise but lacking in essential musical qualities. This rating might be compared to a percentage of 80-89.
Rating IV	Fair – This is a performance that is weak and uncertain and is comparable to a percentage of 74-79.
Rating V	Poor – A performance that reveals lack of preparedness and musical understanding.

Where the director or teacher desires, the entrant(s) may perform for a “Comments Only” category at the district festival only. There will be no rating given nor will entrants qualify for participation at the State level.

SOLO AND ENSEMBLE FESTIVAL POLICIES

I. Eligibility

To participate in the Maryland State Solo and Ensemble Festival, a student must attend an independent (private), parochial, or public school in Maryland. Students must be enrolled in an orchestra class in their secondary school in the appropriate grade in order to audition for statewide activities. The music teacher who teaches the specific ensemble class must initiate the application for his or her students, and all applications have to be signed by the school principal. If a high school uses an alternative scheduling model, students can participate in the years in which they receive a full credit for ensemble classes. Students who do not participate in their school orchestra class are not eligible.

Only those soloists or ensembles that receive a I rating in the District Festival on grades 2 through 6 are eligible to enter the State Solo and Ensemble Festival at the same grade level that they entered at the district level.

In special cases, a soloist or an ensemble may contract the festival manager of another district to request permission to perform in another district festival. However, a soloist or ensemble may not enter (for rating or comments) more than one district festival. For the State Solo and Ensemble Festival, all soloists and ensembles must perform on the scheduled date at the State Festival site.

No substitutions of personnel or any change of music as stated on the application will be allowed. The person or persons who qualify at the district level must be the same persons who perform at the State Level.

Although District Chairpersons are responsible for organizing their District Solo and Ensemble Festival in a manner which best suits the needs of their district, it is to be understood that any solo or ensemble participant must have participated in a District Festival that meets the following State Solo and Ensemble Festival policies:

Entrance Limitations

Schools may send as many soloists and ensembles in any event that they desire. A student may perform in as many as three (3) events.

Music Requirement

Participants will perform for adjudication only a selection chosen from the current MODA Graded Solo and Ensemble Selected Music List found on the MMEA Web page. The music from this list will determine the grade level entered.

Accompanist

All solos must be accompanied unless specifically written to be performed unaccompanied. Failure to provide an accompanist will result in a penalty of one rating lower. Teachers must submit an "Accompanist Form" for an accompanist accompanying more than three students.

Music for Adjudicators

A complete measure-numbered score for each ensemble or a measure-numbered original of the solo for each soloist must be provided for the adjudicator. Failure to provide this music will result in a penalty of one rating lower. No photocopies of music are allowed. Any illegal photocopies used in a performance will result in lowering the score by one grade. The Maryland Orchestra Directors Association expects full compliance with U.S. copyright laws for all music used in the festival.

Time Limit

The student is expected to prepare the piece as specified on the MODA music list. A maximum of ten (10) minutes for instrumental events will be allowed. In works that are more than ten (10) minutes, the adjudicator will determine the cuts.

Directing an Ensemble

Any direction of an ensemble, sextet or smaller, by the director or instrumental teacher will result in a penalty of one rating lower.

II. Rating Sheets

At the State Festival, the rating sheet of each performance will be given to the performer by the judge at the conclusion of the performance.

III. Awards

MODA will award certificates to each soloist and each ensemble member participating in the festival. At the State Festival, medals may be purchased for participants who receive a I or II rating – blue ribbons for a I rating and red ribbons for a II rating.

IV. Festival Application Deadline, Fees

- The solo and ensemble festival application forms must be mailed in one envelope to the MMEA Executive Director and received by the published deadline date. A ten (10) day extension may be granted provided a late fee of \$35 accompanies the application forms (check or money order payable to MMEA).
- The application form must be signed by the director and the school principal.
- Entrants earning a rating of I are eligible for the State Festival. The District Festival shall distribute the State application for the State Solo & Ensemble Festival. Entrants must submit a new application. There must be a separate application for each event.

V. Scale Performance Requirements for Solo Events

All entrants will be asked to perform the chromatic scale and one major scale on one (1) or two (2) octaves appropriate for the grade level of the solo performance. Major scales will be selected from the following keys: C, G, D, A, F, B Flat, E Flat. Scales are to be played evenly and smoothly in a 16th note pattern at the metronome speed of a quarter note = 72. All scales are to be played ascending and descending.

ORCHESTRA FESTIVAL POLICIES

I. Eligibility for State Orchestra Festival

All school orchestras must perform in a Maryland District Festival in order to apply to the Maryland State Orchestra Festival. Orchestras receiving a I rating in the District Festival on grades 2 through 6 are eligible for participation in the State Orchestra Festival. Each adjudicated piece must be the same grade level performed at the District level.

Although District Chairpersons are responsible for organizing their District Orchestra Festivals in a manner which best suits the needs of their individual district, it is to be understood that any orchestra in any district wishing to attend the State Orchestra Festival must have participated in a District Festival that meets the following State Orchestra Guidelines:

Music Requirements

- Orchestras shall perform three (3) selections:
 - A short warm-up selection, not to be adjudicated, followed by two selections from the current MODA Orchestra List. The warm-up selection should not exceed five (5) minutes.
- Directors may choose to enter any one of the six MODA graded levels of music at the District level which best suits the organization. These six graded levels of music are:

1 – Easy	4 – Moderately Difficult
2 – Moderately Easy	5 – Difficult
3 – Average	6 – Very Difficult

- Only grades 2 – 6 are eligible for the State Orchestra Festival.
- It is recommended that directors choose both adjudicated selections from the same grade level. If selections are made from more than one grade level, the orchestra must enter the festival at the lower grade level.
- No changes of music may be made after the application deadline. No “TBA” indications are allowed, even for the warm-up selection.

Music for Adjudicators

All directors **MUST** furnish three (3) full or condensed scores for each of the two adjudicated selections. Measures must be numbered. Failure to provide three (3) measure-numbered scores for each of the two adjudicated selections will result in a penalty of one grade lower.

The Maryland Orchestra Directors Association expects full compliance with U.S. copyright laws for all music and scores to be used in orchestra festivals.

Sight Reading

Sight Reading is required of all orchestras in both the district and state orchestra festivals.

- Middle school orchestras will sight read music two (2) grade levels lower than the grade level entered for concert adjudication.
- High school orchestras will sight read music one (1) grade level lower than the level entered for concert adjudication.
- If two adjudicated selections are two or more grade levels apart, the group will sight read one grade level lower than the higher level entered for concert adjudication. For example:
 - If a high school orchestra enters with a level 3 and a level 5 piece, they will sight read at a level 4, not a level two.
 - If a middle school orchestra enters with a level 2 and a level 4 piece, the orchestra will sight read at a level 2, not a level zero.
- **Sight Reading Procedure**
 1. The Sight Reading room is a closed activity except to performers, director and staff. If there are two directors of an orchestra, only one director may lead the sight reading. The other director may be present but may have no involvement in the process.
 2. After the organization is seated, the adjudicator shall explain the sight reading procedure and distribute music.
 3. The director shall have two (2) minutes to study the score, up to one minute to assign percussion parts, followed by an additional three (3) minutes for the director and the orchestra to study parts, count time, sing parts, and discuss the composition. The playing of the parts during this three-minute study time is prohibited.
 4. Every attempt should be made for continuity in the reading of the music. One stop during the reading will not necessarily lower the rating.
 5. The director may call out the rehearsal numbers/letters and sing parts/rhythms, etc. during the reading
- Schools with two performing ensembles with shared personnel playing the same grade level adjudicated selections will not sight read at the same grade levels. One group will sight read at

the assigned level, and the other will sight read at a higher level. The level of sight reading for each group will be decided by the adjudicator in the sight reading room.

- In case of a full orchestra, only strings are required to sight read. In the case of a school that has a full orchestra and a string orchestra entered at the same grade level (with the string personnel being the same for both groups), the strings sight read following either performance and the resulting rating is also the rating for sight reading for the second ensemble. If the string membership is two completely different sets of players, this does not apply. Both groups then will sight read at the same level, since the personnel are not shared.

II. Time Limit

Warm-up will be about twenty (20) minutes before stage time.

Time limits on stage will depend on the grade level of music performed as follows:

Grade 2 and 3 – twenty-five (25) minutes

Grades 4, 5 and 6 – thirty (30) minutes

These time limits include moving on and off stage. If the performance extends over the allotted time, the ensemble may be penalized.

III. Festival Applications, Deadlines, Fees

- A. The orchestra festival application must be mailed to the MMEA Executive Director and received no later than the published deadline date. Applications received after the deadline are scheduled on availability of space. Any application not complying with the above-stated deadline policy will not be accepted under any circumstances.
- B. The application must be signed by the director and the school principal.
- C. Orchestras that receive a I rating at the District Festival are eligible for State Orchestra Festival participation. Each orchestra director must complete a state application form provided by the District Supervisor.
- D. District Festival Supervisor must send the names of the orchestras which receive a I rating at the district level to the MMEA Executive Director within one week of the District Festival.

IV. Size of Groups

There is no limit to the size of orchestra that may participate in the orchestra festival.

V. Assignment of Groups for Performance

The order of performance times will be determined by the state festival manager and will be forwarded to the participating directors immediately following the deadline date for application.

VI. Hearing Other Groups Perform

The Maryland Orchestra Directors Association requires that festival participants listen to at least two other groups perform during the festival.

VII. Posting of Ratings

Ratings of all performing orchestras will be sent to all participating directors within two weeks after the event.

VIII. Recognition of Festival Participation

The MODA will present certificates to all participating orchestras unless they have been disqualified at the State Orchestra Festival. Medals may be purchased by orchestras receiving a I or II rating.

IX. Publicity

Publicity by email, Web page, radio or newspaper claiming “State Championship” or a ranking by any group is forbidden. Such practices will be the basis for elimination from future MODA events.

X. Rating Formulas for Orchestra Festivals

How to use this table: The table gives all the possible combinations of grades from four adjudicators and the resulting average scores. (You will have to convert back and forth between Roman and Arabic numerals.) For most scores, a glance will reveal the average, which is to the right of the “equal” sign (=). The sight reading grade may be recorded first, in the middle of the group, or last.

However, in the case of a score whose average ends in .5, the performance grades – not the sight reading grade – are used to decide whether to round up or down for the final grade. For example, if the initial grades are 2 2 3 3 and the performance was graded 2 2 3, the final grade would be 2. If the performance was graded 2 3 3, the final grade would be 3. These round-up/round-down cases are indicated with an asterisk (*).

1 1 1 1 = 1	2 2 2 2 = 2
1 1 1 2 = 1	2 2 2 3 = 2
1 1 1 3 = 1 or 2 *	2 2 2 4 = 2
1 1 1 4 = 2	2 2 2 5 = 3
1 1 1 5 = 2	2 2 3 3 = 2 or 3 *
1 1 2 2 = 1 or 2 *	2 2 3 4 = 3
1 1 2 3 = 2	2 2 3 5 = 3
1 1 2 4 = 2	2 2 4 4 = 3
1 1 2 5 = 2	2 2 4 5 = 3
1 1 3 3 = 2	2 2 5 5 = 3
1 1 3 4 = 2	2 3 3 3 = 3
1 1 3 5 = 2 or 3*	2 3 3 4 = 3
1 1 4 4 = 2 or 3 *	2 3 3 5 = 3
1 1 4 5 = 3	2 3 4 4 = 3
1 1 5 5 = 3	2 3 4 5 = 3 or 4 *
1 2 2 2 = 2	2 3 5 5 = 4
1 2 2 3 = 2	2 4 4 4 = 4
1 2 2 4 = 2	2 4 4 5 = 4
1 2 2 5 = 2	2 5 5 5 = 4
1 2 3 3 = 2	3 3 3 3 = 3
1 2 3 4 = 2 or 3 *	3 3 3 4 = 3
1 2 3 5 = 3	3 3 3 5 = 3
1 2 4 4 = 3	3 3 4 4 = 3 or 4 *
1 2 4 5 = 3	3 3 4 5 = 4
1 2 5 5 = 3	3 3 5 5 = 4
1 3 3 3 = 3	3 4 4 4 = 4
1 3 3 4 = 3	3 4 4 5 = 4
1 3 3 5 = 3	3 4 5 5 = 4
1 3 4 4 = 3	3 5 5 5 = 4 or 5 *
1 3 4 5 = 3	4 4 4 4 = 4
1 4 4 4 = 3	4 4 4 5 = 4
1 4 4 5 = 3 or 4 *	4 4 5 5 = 4 or 5 *
1 4 5 5 = 4	4 5 5 5 = 5
1 5 5 5 = 4	5 5 5 5 =

ADJUDICATION POLICIES FOR MARYLAND FESTIVALS

I. Number of Adjudicators

Three (3) adjudicators must be used to judge the concert performance at all orchestra festivals. One additional adjudicator is needed to judge the sight reading event at district and state orchestra festivals.

II. Selection of Adjudicators

At District Orchestra Festivals, persons who teach secondary instrumental music may be hired as adjudicators except in the District in which they teach. At the State Orchestra Festival, no person who teaches secondary instrumental music in a Maryland school may be hired as an adjudicator.

III. Adjudicator Fees

Adjudicator fees are set by the MMEA Executive Board.

IV. Adjudicator Briefing

Adjudicators should be advised to report to the festival site at least thirty (30) minutes prior to the start of the festival. The MODA President and MMEA Executive Director should utilize this time to thoroughly brief the adjudicators on the rules and regulations of Maryland Festivals.

MODA POLICIES AND PROCEDURES REVISION

The three elected officers shall periodically review these Policies and Procedures to keep them current with changes in MODA events.