**Bluebonnet MTA **

**2018 – 2019**

**FESTIVALS & RECITALS**

**MASTER COMPOSERS PLUS CHOICE FESTIVAL**

EVENT DATE: Saturday, November 3, 2018

Steinway Piano Gallery, Austin

**DEADLINE FOR REGISTRATION: Wednesday, October 3, 2018**

**CHAIRPERSON**

Martha Vallee

**ENTRY FEES**

$ 20.00 per student (BMTA Members)

$25.00 per student (Non-BMTA Members)

Teacher Requirements:

* Print one Registration Form. Print one Critique sheet per student.
* Complete the Registration Form with the names of all students participating in the festival. List all students in alphabetical order, last name first.
* Complete one Critique Sheet per student. List the piece and composer, the length of study, age of student, and approximate minutes needed, including musicianship.
* To complete critique sheet in your computer: First, Save critique sheet in your word processing format.
Insert your information. Underline your information. You may use a large font for student's name. Please do not let the judge's signature spill onto the next page. Delete blank lines if you need to.
* Make a copy of the Registration Form for your records.
* Mail the completed Registration Form, all Critique Sheets to Chair Martha Vallee by the deadline or bring to that month's meeting.
* 1. Make check payable to Bluebonnet MTA.

 2. Include the number of students on the check.

 3. Mail to: Martha Vallee, Treasurer

Each student will receive their Certificate and Critique Sheet after their audition. The students with a rating of S and higher, will be invited to perform in the Winners' Recital. Information about the Winners' Recital will be included in each student's envelope.

The Winners' Recital will be held at times TBA.

The Winners' Recital is a Free Admission Event and is open to the public

**Participation Requirements**:

This festival is open to all students currently studying with a teacher in Williamson County and surrounding area.

Memorization is required for this festival.

*No Photo Copies are permitted.*

Students are required to provide the music for the judge.

The judge's copy must have all measures numbered for each piece.

Students will perform two pieces by memory.

Repertoire chosen for the festival can be any composition by a Master Composer, hymn, or hymn arrangement, plus a piece of student's choice.

 The final decision is for the chairperson.

Musicianship is required.

 NO RATING OPTION
 1. Festivals have a “no rating” option for students who may not be
quite ready for the competitiveness of
 receiving a rating at a festival, but would still benefit from the
 experience.
 2. Teachers can choose to have a student play for the judge’s helpful
 comments, but receive no rating. The option can be checked on the critique sheet at the time of registration.
 Students will receive a complete evaluation and a certificate but no rating.
 3. Students can use the music under this option, but at least ONE original must be provided for the judge.

 **BLUEBONNET MTA FESTIVALS**

**Fall Festival – Master Composers – Baroque or Classical Plus Choice**

2018-2019 Chair: Martha Vallee

**Spring Festival – Master Composers – Romantic or Contemporary Plus Choice**

2018-2019 Chair: Martha Vallee

**About Bluebonnet MTA Festivals**

The chairperson will set a deadline and honor the deadline.

* The festivals of Bluebonnet MTA are Non-Student Affiliate Activities.
* A festival is a non-competitive audition in which students perform music for a judge. Students receive a certificate of participation, a critique sheet and a ribbon.

**Eligibility**

* Participation is open to the students of teachers in Williamson County and surrounding area.
* Students must have studied with their current teacher for 3 or more months before entering a festival.
* Teachers must provide a copy of the Student Information sheet to each student.
* Students need to be available all day. Send information to your parents and students that they need to be available all day. Everyone can request AM or PM realizing that AGAIN—they must be available all day. Some exceptions may be allowed: If there is a special circumstance, it must be submitted BEFORE or ON the Deadline.
* Each teacher must fill out forms according to the format. As you are filling out the forms it is Very important that you type or print clearly Last Name (1st) and then First Name, number of minutes.

**Ratings**

* Students will receive a rating of Very Good, Excellent or Superior. Within these ratings plus (+) or minus (-) are given as well.
* Teachers may also enter students in a festival just for the experience without the pressure of a rating. These students will receive the certificate of participation and the critique sheet without a ribbon or rating.

**Repertoire**

* Students are to play by memory.
* Arrangements, transcriptions and simplifications of the Master Composer piece are not allowed. Arrangements, Transcriptions and simplifications of the Student Choice or Hymn piece are allowed.
* Computer printouts are allowed if accompanied by a release. Release form is on-line.
* Photo copies of pieces are not allowed.
* If a question about a hymn, please contact the chairperson.
* Musicianship is required.

**Certificates**

 There will be separate certificate and critique sheets for the Spring 2019 festival.

The certificates will tentatively be prepared by the Chairman. The certificates will be signed by the Festival Chairman.

 The critique sheets will be prepared by the teachers. They will be signed by the Judge. The critique should include the judge's signature line, and the judge's name below his signature line.

 The certificates and critique sheets will be organized into two piles at the festival in order of student performance.

**Monitor**

* For open audition festivals, It is very important to ask the student, “Do you want to go in alone OR can your family enter too?)
* **Let the student decide.** *(This is a question that teachers should explain and ask during the last couple of weeks during their lesson). Help the student to know that THE STUDENT gets to answer this. ( I often share with students that their family members are their best supporters—they love you—they care, etc. However, it is your decision - on how you feel ( with listeners or alone) There is not a correct answer.*
* *If you (as a teacher) walk in and pick up the festival judge's comment sheet First! Deliver it to the teacher in charge of writing down the scores—first!!!! If a student is waiting—for you (their teacher) to share the comments and scores/ratings, help them to know ahead of time....that if you are in a hurry—you might just want to leave—or you can wait. Once the teacher in charge of scores has completed her master score/rating list—then you are allowed to take the sheet.*
* The spring audition will be an open audition. The monitors should  remind the relatives that there should  be no clapping, no talking, turn cell phones off, no pictures, no talking with judge, and ask students if they want family members to come in.

**Instruments**

* Pianists, vocalists and instrumentalists may enter these festivals.
* Teachers may not accompany their own students where accompanist is needed.

**Winners’ Recital**

* Students with Superior or higher are eligible to perform in the Winners’ Recital.

Revised April 2018

**BMTA FESTIVAL ADJUDICATION GUIDELINES**

**I+**

An exceptional musical performance.

Ready for a Honors Recital.

Played with sparkle and excitement, or mood appropriate to the piece.

"A=" school-related grade.

See list for "1" and add these to the 1+ list

I

A well-prepared performance.

Correct notes, rhythms, dynamics, pedaling, technique.

Minor style or interpretation comments may be appropriate.

Fluid performance: recovers quickly from memory slips.

Tone, touch, and balance appropriate to the style of the piece.

"A" school-related grade.

**I- or II+**

**"B" school-related grade.**

**II**

A mechanical performance--lacks musicality.

An average performance: keeps going, but some problems with rhythm, balance, dynamics

technique, tone quality.

Nerves may get in the way-stumbles; memory problems

"C" school-related grade.

III

A problem performance

Incomplete preparation: a lack of musical awareness.

Memory slips: may need music to complete performance

"D" school-related grade

**"How-To" for Festival Chairs**

**Before Registration Deadline:**

Send article for publication in newsletter to publicity person

Check on rooms with President. Be sure you have the exact room numbers that are reserved.

Decide how many judges will be needed.

Check that the judge person has hired the judges.

Check that the Festival Certificates are available

Check if pianos are tuned

Check with social chair and provide information needed for refreshments/lunches

**After Registration Deadline:**

Check that student repertoire selections are appropriate for festival.

Communicate with "who-ever" for time allotments. Allow one-hour for lunch break for judge

Be sure the schedule is posted on the website at least one week prior to festival

Contact teachers to monitor or send monitor schedule for posting on website

Be sure student information sheet and festival duties information is available on the website.

Be aware if additional rooms may be needed, and contact appropriate board member.

Contact Ribbon person to have ribbons ready and available for Festival.

Late registration is left up to the direction of the chair.

**Festival "HOW-TO" Cont.**

Find the "Festival in a Box"--This box contains pencils and desk supplies, organizational binders, clipboards and signs--check with previous Festival chair.

Contact nametag person--nametags for teacher monitors and judges

Print all the reports (see Document list for quantity)

Prepare lists for binders--These should be sorted by Teacher, Student, and Time. Also needed are Monitor and Judge's Schedules

Prepare envelopes for awards and certificates--be sure teacher # and a list of all students from that teacher's studio is on the outside of the envelope.

Call teachers who have not paid their fees and collect all checks.

Send completed deposit form (Itemized Summary form from yearbook) and checks to BMTA Treasurer one week prior to festival.

Confirm number of judges needed.

Make a final schedules for the judges.

Judges must have a copy of musicianship requirements.

Compile list of student ratings, and turn in to Trophies chairman

**How-To For Festival Chairs--(cont.)**

**Day Before the Festival--if possible: If not, couple of hours before**

Hang signs the night or morning of festival. Signs must be removed after the event.

Set up the Ribbon Room, Information Table, and lunchroom.

Check set up of all, if possible. Judges need tables and chairs or desks. Room monitors need desks outside of rooms. Move furniture and remember where you got it.

Call and make sure the campus police, the information desk, and facilities coordinator are aware of the festival.

Be sure checks are available to pay the judges.

**Extra Notes Chair as Needed**

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**FESTIVAL SUPPLIES**

**Documents/supplies--What and Where**

**Information Table**:

**Binder**  Teacher Schedule

 Student Schedule

 Monitor Schedule/times

 Judge Schedule

Nametags

Blank Certificates

Pens/pencils

**Judging Rooms:**

Room schedule and monitor duties list( on clipboard) and pencil for monitors

 (desk or music stand outside of the room)

Room Schedules and pencils for each judge

Goodie bags for judges

**Ribbon Room:**

Ribbons

Teacher envelopes

Teacher Roster with teachers' numbers

Tally sheet for ribbons

Teacher list of registered students

Pens, pencils, highlighters

**Judging Packet:**

* Room Schedule (student names only no teacher names )
* Guidelines given by the Judge Chairperson during pre-festival meeting:

 judging guidelines

 Festival guidelines

 Sample certificate

 Nametags

**"What and Where" Documents and Supplies**

**for Festivals**

**Chairman's binder:**

* All Schedules
* All teacher requests
* Nearest psychiatrist's number!

**Supplies Needed**

* Signs
* Teacher envelopes
* Tape for signs
* Tally sheets for ribbon room
* Blank Certificates
* Lots of pens/pencils
* Binders for All

**Festival Responsibilities**

Prior to Festival

**President's Duties:**

BBMTA President will provide chart of rooms and dates for festivals to be updated first of each month.

President will reserve and confirm rooms for festivals.

President will be sole liaison between the facility and BBMTA.

**Teacher Duties:**

Teachers with 1 to 25 registered students will be required to work one 2-hour shifts.

Teachers who enter more than 25 students may be required to work two shifts.

Teachers may find substitute BBMTA members to work a shift. The name and cell phone number of the substitute teacher must be given to the festival chair.

Teachers must inform students and parents to contact on BBMTA volunteers during events, not college personnel. Teachers, students, and parents must be on best behavior at all times during events.

If there is a legitimate complaint, take it to the festival chairperson.

Above all, stay calm, cheerful, and positive. The students performing are under enough strain without adding the burden of obvious discord among teachers, judges, and monitors.

**Day of Festival Responsibilities**

**All Monitors:**

**Plan to arrive 15 minutes before you are scheduled to monitor.**

Check in with the chairman and monitor you are replacing.

Wear a nametag provided for you at the front desk.

 Please read all monitor duties to familiarize yourself with the entire process.

 Try to handle unusual circumstances as they arise. Contact chairperson with irresolvable problems.

Be at your room atleast 5 min. ahead of time

Check in all students for your room.

TREAT EVERY STUDENT AS YOU WOULD YOUR OWN.

Before the student goes into the room, make sure the music is opened to the correct page and that he has his certificate. Make sure they have their name and teacher # on the outside of the music. Make sure the measures are numbered.

Take the student into the room, direct them to the piano and hand the music and certificate to the judge.

Tell the student to adjust the bench or help the younger ones.

Bring out any music (make sure certificates are not in the music) and return to students

Leave certificates in the room for the Runner. The runner will stop by frequently to pick them up. Do not show the certificates to any student, parent, or teacher.

Please keep things moving--as one student exits the room, you should be ushering in the next.--if two judges are in same room.

Please be encouraging to the students. They are probably nervous and you can help by keeping things calm, quiet, and positive.

Please ask parents and families in the hall to stay quiet. Loud noise is distracting to the students playing.

Please remember: Do Not Engage the judge in conversation while he/she is listening to a student perform. Never discuss a student's performance with the judge.

**Ribbon Room Duties:**

Only ribbon room monitors and rover are allowed in the ribbon room.

A list of students will be posted on each teacher's envelope and checked off as certificates are received.

Scores will be recorded on a separate sheet( provided by the teacher with the registered students) to be placed in the teacher's envelope at the end of festival.

The festival chair will deal with any certificates not matched to the student on the registration list

Tally the student's rating, put the certificate with the appropriate ribbon in the student's envelope. Also place info about the winners' recital if it applies.

**Information Desk:**

1. Make sure that the students have certificates and music.

2. Make sure measures have been numbered. If not, do it.

3. Direct students to their practice room.

4. Direct students to their scheduled room. There should be signs for each room in the hall.

5. Copies of the room schedules and a master schedule by teacher number will be at the information desk.

6. A teacher may switch students' playing times within their studio. If a student with a different name has the playing time, let the student platy as long as they have the same teacher number as the student listed on the schedule. If a student shows up at a room but has a different teacher number than that on the schedule for that time, then the monitor will send the student to the festival chairman to get approval to play in that room.

7. Escort the student to a open practice room to warm-up.

**Runner**

1. Frequently visit the audition rooms going into the room when a student is coming out.

2. Pick up the completed certificates and take them to the Ribbon Room.

3. As you leave the judging room, check to make sure the judges signed each certificate and gave a rating. If not, return it immediately to the judge for it to be completed.

4. Ask the judges periodically if they would like a drink from the hospitality room, food, sharpened pencils, etc. Keep them happy!

**Setup/Cleanup:**

Check with festival chairperson for duties