




SOUTH CENTRAL DISTRICT BANDMASTERS ASSOCIATION



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WWW.SCDBA.NET

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SOUTH CENTRAL DISTRICT BANDMASTERS ASSOCIATION CONSTITUTION & BYLAWS

PURPOSE

The purpose of the South Central District Bandmasters Association is to foster a sense of unity among the participating band directors and to provide the necessary organizational structure for the effective functioning of the district.

I. NAME

The name of this organization shall be the South Central District Bandmasters Association.

II. MEMBERSHIP

Membership in good standing of the National Association for Music Education (NAfME) and the North Carolina Music Educators Association (NCMEA) shall be prerequisites for membership in the South Central District Bandmasters Association (SCDBA).

All persons actively involved as band directors in the South Central District shall be members provided they complete the online membership form by the Monday following the fall meeting. Membership each year will be contingent upon completing the online registration form with correct addresses and phone numbers. All persons actively involved as coordinators, supervisors, etc., of instrumental music shall also be eligible for active membership. Active members are voting members. Retired members may not vote. Student teachers may not vote.

Affiliate members must complete the online membership registration by the fall meeting. Affiliate members are non-voting members. This membership category is set up to include and encourage support of the district by persons involved in instrumental music functions.

The first mailing each year will be sent (U.S. mail) to every middle school and high school in the district. Subsequent communication will be sent via the Google Group to the band directors who have completed the online membership form and joined the South Central District Google Group.

Any band director who misses the established membership deadline may still join SCDBA for that year. The band director must complete the membership form (found on www.scdba.net under the Directors/Documents page) and pay the corresponding late fee if postmarked by the following dates:

First Deadline to November 1 = \$20.00 Late Fee

November 2 – December 1 = \$50.00 Late Fee

December 2 – June 30 = \$100.00 Late Fee

The band director's contact information and fee should be mailed to the current District Chair. (See www.scdba.net for the current District Chair and his/her mailing address.)

III. ORGANIZATION

Chair

Chair-Elect

Treasurer

Webmaster

Board of Directors

General Membership

Chair

Calls and presides at district meetings.

Serves on the Board of Directors of the North Carolina Bandmasters Association as the South Central District Representative.

Carries out the policies of SCDBA as established by the Board of Directors and the General Membership.

Recommends to the Board of Directors dates and sites for all association events ensuring to the Board an attempt at equal distribution of events throughout the district (east and west).

Presides at all district events including meetings, contests, and clinics.

Mails out a letter announcing the fall meeting by August 15th of each year (or designee).

Chair-Elect

Presides at the meetings in the absence of the Chair.

Serves as recording secretary at business meetings of the general membership.

Handles all correspondence relative to the activities and projects of the district.

Maintains an up-to-date mailing list of the membership.

Publishes periodic newsletters including minutes from business meetings.

Notifies the administrators and area news media of Award of Excellence winners.

Past Chair

Serves in advisory capacity to help ensure continuity from one administration to the next.

Treasurer

Handles all monies, either directly or indirectly, for the district association.

Reports annually to the district membership.

Webmaster

Maintains and takes responsibility for the South Central District Bandmasters Association's web page (www.scdba.net).

Works with the various chairs in charge of district events to post and distribute information via the web and the SCDBA Google Group.

Board of Directors

Serves as a deliberative body in establishing policies for the district making recommendations to the general membership.

Sets dates for each SCDBA function as outlined in Article X.

Sets membership dues and student participation fees for SCDBA functions.

Appoints such committees as it deems necessary and advisable in accordance with Article VIII.

IV. ELECTIONS OF OFFICERS

Nominations for officers/board of directors for the South Central District Band Association shall be made to the current Chair and board at least one week prior to the general membership meeting. At least two members should be nominated for each position. The current chair will compile a list of the nominated members, create a written ballot, and present them for voting at the general membership meeting. Members may speak on behalf of those nominated as references to their qualifications for the position prior to the balloted vote. There shall be no acclamations. IF a current officer is nominated to continue in his/her position or in a different position, he/she may not participate in the ballot collection/counting process.

- A. The chair will send a reminder to the membership two weeks before the general meeting to nominate members for the board.
- B. If no nominations are made to the chair, the current officers will create a pool of nominees for the membership to vote upon at the meeting.

V. TERMS OF OFFICE

Chair

The chair shall serve a two-year term of office which coincides with his/her term of office on the Board of Directors of NCBA.

Chair-Elect

The chair-elect shall be elected for a two-year term of office. The term of office will coincide with the term of the chair. Upon completion of a two-year term, the chair-elect shall automatically accede to the office of chair.

Treasurer

The treasurer shall be elected for a two-year term of office. The term of office will coincide with the term of the chair.

Webmaster

The webmaster shall be appointed to a two-year term of office. The term of office will coincide with the term of the chair.

Board of Directors

The board of directors shall consist of the chair, vice-chair, treasurer, webmaster, past chair, and four general board members. Of the four general board members, two shall be middle school representatives and two shall be high school representatives. The general board members shall be elected for a two-year term of office on a staggered basis so that two board members are elected each year.

VI. VACANCIES IN OFFICES

In the event than any officer or member of the board of directors is unable to complete his/her term of office, the district board shall appoint a successor to fill the unexpired term. Otherwise, all officers and general board members are elected for a two-year term.

VII. MEETINGS

There shall be a fall, winter, and spring meeting of the general membership. The fall meeting shall be held on the second Monday in September. The winter meeting shall be held during the All-District Band Clinic. The spring meeting shall be held on the first Monday in May. Additional meetings may be called by the chair if necessary.

The board of directors shall meet before each general meeting and at other such times as the chair may deem necessary. All meetings will be operated in accordance with Robert's Rules of Order Parliamentary Procedure.

VIII. QUORUM

A quorum shall consist of those members in attendance at any business meeting.

IX. COMMITTEES

The district board of directors, in order to plan and complete projects effectively, may appoint such committees as deemed necessary.

X. DUES

There will not be any dues. Membership each year will be contingent upon completing the online registration form with correct addresses and phone numbers. The first mailing each year will be sent (U.S. mail) to every middle school and high school in the district. Subsequent communication will be sent via the Google Group to the band directors who have completed the online membership form and joined the South Central District Google Group.

XI. DISTRICT FUNCTIONS

- A. SCDBA High School MPA and Middle School Band MPA (See Policies and Procedures – Part A.)
- B. SCDBA All-District Band Clinic (See Policies and Procedures – Part B.)
- C. SCDBA Solo and Ensemble MPA (See Policies and Procedures – Part C.)

XII. AMENDMENTS TO THE CONSTITUTION

The constitution may be amended by a two-thirds majority vote of the members present and voting. Proposed amendments to the constitution must be submitted to the district chair and board of directors in writing prior to any meeting to be considered for ratification.

SCDBA POLICIES AND PROCEDURES

PART A

SOUTH CENTRAL DISTRICT CONCERT BAND MUSIC PERFORMANCE ADJUDICATION (MPA)

Each year the South Central District Bandmasters Association shall sponsor a High School Music Performance Adjudication (MPA) and a Middle School Music Performance Adjudication (MPA) for schools throughout the South Central District, Music Grades I – VI.

A concert band MPA chair for each of the two MPA events shall be appointed each year by the SCDBA Board of Directors.

Persons interested in serving in the capacities should notify the chair in writing prior to the spring meeting of the board of directors.

I. ELIGIBILITY

- A. All band directors participating in the South Central District Band MPA must be in good standing of SCDBA, NAFME, and NCMEA.
- B. Middle school bands must consist of students regularly enrolled in the middle school band.
- C. Students over 21 years of age are not eligible for participation.

II. REGISTRATION

- A. Middle school or high school bands may register for the Concert Band MPA in any grades I – VI.
- B. Registration blanks must be completed and mailed to the MPA chair with fees on or before the stated deadline 30 days prior to the date of the Concert Band MPA.
- C. Registration fees will be announced at the fall meeting each year and posted on the district web site. Notification of withdrawal must be postmarked no later than 30 days prior to the MPA if a refund is expected.
- D. Registration fees may be altered by a majority of the SCDBA general membership to become effective the following year.

III. DUTIES OF THE EVENT CHAIR

- A. Serve as host for the MPA event.
- B. Publish information concerning the MPA for all participating band directors. Information will be sent to directors via the district's Google Group and on the web site.
- C. Plan the date and schedule for MPA. (Date must be approved by the board of directors by the spring meeting.)
- D. Be responsible for all logistics pertaining to the MPA.

- E. Secure the judges for the MPA from a list which has been submitted by the judges' selection committee from the general list. (Judges must be active or retired band directors.)
- F. Prepare the program for the MPA event.
- G. Collect all contest/festival fees.
- H. Maintain an up-to-date list of music played by all bands for a period of four years.
- I. Keep accurate financial records of all fees collected, all required expenditures, etc., and make a financial report to the treasurer of NCMEA and SCDBA as well as the district chair within thirty (30) days after completion of the Concert Band MPA.
- J. Remit any surplus money to the treasurer of NCMEA within thirty (30) days after completion of the Concert Band MPA and provide NCMEA the income log of bands purchasing superior plaques.
- K. Pay the judges' fees at the conclusion of the Concert Band MPA.
- L. Obtain from the executive director of NCMEA adjudicator sheets, financial reports, contest certificates, etc.
- M. Send the ratings to the SCDBA webmaster (for posting on the SCDBA web site), NCBA president and the SCDBA district chair.
- N. Pass on all Concert Band MPA information and material to the next chair.
- O. Keep a copy of the performing bands' four-year contest repertoire list with the information from year's MPA for a period of four years.

NORTH CAROLINA BANDMASTERS ASSOCIATION CONCERT BAND MUSIC PERFORMANCE (MPA) RULES

Purposes:

To provide students and teachers a means of receiving constructive comments by competent judges.

To provide students and teachers a means of hearing the work done by other school groups.

1. Eligibility
 - a. All band directors must be current members of the North Carolina Music Educators Association.
 - b. Band members must be regularly enrolled in a band class according to the school administrative unit (individual school).
 - c. The band director that appears on the class roster at a school as the teacher must be a member of NCMEA and register all students to participate in all state sanctioned events.
 - d. Student teachers that are current members of NAFME Collegiate may conduct one piece during a performance at Concert Band MPA.
 - e. In the rare event that a director cannot conduct an ensemble (due to illness, family emergency, death in the family, etc.), approval must be obtained from the both the district Concert Band MPA Chair and the State President-Elect before a substitute conductor (e. g. a student teacher) may conduct the group.

2. Administrative Structure

- a. Each district will have a Concert MPA Chair elected by the band directors of that district. Each district must notify the State MPA Chair who the district's Concert Band MPA Chair is by the end of the fall in-service conference.
- b. Those persons who are presently serving as Concert Band MPA Chair(s) in a district will continue to serve at the pleasure of the district.
- c. The Concert Band MPA in each district must be held before April 15th each year. In the event of extreme weather conditions which require a cancellation of an MPA event, the Concert Band District Chair may apply to the State MPA Chair for an extension of this date.
- d. The District Concert Band MPA Chair(s) will contact the executive director of NCMEA to obtain Concert Band MPA financial and administrative materials.
- e. The president-elect of the North Carolina Bandmasters Association will be the State Concert Band MPA Chair. His/her responsibility shall be to direct and assist the District Concert Band MPA Chairs and govern all Concert Band MPA activity in the state.
- f. The State Concert Band MPA Chair (President-Elect) will send judging procedures to each District Concert MPA Chair sixty (60) days in advance of the MPA event and the District Concert MPA Chair will send the procedures to the judges thirty (30) days in advance of the district Concert Band MPA event.
- g. The Concert Band MPA Chair will hold a meeting prior to the Concert Band MPA event to discuss the format, procedures, rules, and guidelines before the event begins. Items to be covered in this meeting will be sent to District Concert MPA Chairs by the President-Elect.

3. Regulations

- a. No student may enter both middle school and high school levels in the same year. Ninth Grade Bands should go to the MPA event according to where the Ninth Grade Band is housed. (If the Ninth Grade is housed at a middle school, then the band should go to the middle school MPA event of the district.)
- b. Bands may enter for comments only. Sight-reading will be optional for these bands.
- c. When a school has more than one band, duplication of personnel will be permitted so long as the literature and instruments are not the same.
- d. No band may enter more than one district MPA event.
- e. Any band which performs music NOT on the North Carolina Bandmasters Association's approved list or the Masterworks list for the year will not receive comments or ratings from the judges.
- f. Bands are required to refrain from preparing any composition for Concert Band MPA more than once within a four-year period.
- g. Any school district finding it necessary to combine bands for Concert Band MPA must receive permission from the Board of Directors of the North Carolina Bandmasters Association at the fall in-service conference.

- h. Bands are required to refrain from using any electronic equipment designed to amplify the sounds of instruments or which will alter the pitch or tone quality of the instrument. Music may be performed using the instrumentation and any special effects, electronic or otherwise, that the composer or arranger intended.
- i. A director may only use copies of scores if he/she includes a letter from the publisher giving permission for three copies. If “e-print” copies of the scores are used, proof of purchase of **each** score must also be provided.
- j. A student may play a secondary instrument in a second band on any instrument listed on the current North Carolina All-State Honors Band instrumentation list. Percussionists may not play any percussion instrument in another band.

4. Registration

- a. High school and junior high/middle school band will register in their designated district.
Exception to Rule 4A: Bands may cross district lines upon first receiving written release from their District Concert Band MPA Chair and then written permission from the District Concert Band MPA Chair where they wish to register. If problems occur, the director should contact the State Concert Band MPA Chair who shall intervene and make a final decision.
- b. One registration form per ensemble must be completed and mailed with fees enclosed to the District Concert Band MPA Chair. The envelope must have a postmark showing that the materials were mailed on or before the stated deadline of thirty (30) days prior to the first day of the MPA.
- c. The band director whose name appears on the class list as the teacher must be in attendance or their students will not be allowed to participate.

5. Fees

- a. All Concert Band MPA registration fees will be determined by each district upon the approval of the Board of Directors of the North Carolina Bandmasters Association.
- b. Notification of withdrawal must be postmarked no later than thirty (30) days before the contest date if a refund of fees is expected.

6. Performance

- a. All bands are required to furnish three conductor’s scores of each composition prepared for Concert Band MPA and present them to the Concert Band MPA Chair upon arrival. Only published scores will be permitted unless permission is obtained from the publisher. All scores presented to the chair must be numbered by measure.
- b. Timing (includes staging and performance) – groups requiring more than the specified time for their level must apply in writing to the State Concert Band MPA Chair sixty (60) days prior to their respective festival requesting permission for extended time. Bands may be required to perform at an adjusted time but the entire warm-up time must be given to each band.
 - i. Groups I and II: twenty-five (25) minutes for warm-up and twenty-five (25) minutes for performance

- ii. Groups III and IV: thirty (30) minutes for warm-up and thirty (30) minutes for performance
 - iii. Group V: thirty-five (35) minutes for warm-up and thirty-five (35) minutes for performance
 - iv. Groups VI and Masterworks: forty (40) minutes for warm-up and forty (40) minutes for performance
- c. Each band must prepare a march of the band director's choice and two (2) compositions from the official North Carolina Bandmasters Association MPA Music List. One composition must be from the classification as registered and the other composition may be from the same classification or from the next higher classification. If a band chooses to perform music from the Masterworks List a band must prepare a march of the band director's choice as well as the composition(s) as required from the official North Carolina Bandmasters Association's Masterworks List.
- d. Each band director must submit the following to the proper Concert Band MPA Chair at least one hour before the band is scheduled to play:
- i. Four (4) copies of the list that includes the titles and composers of the march and the two (2) concert selections which the band is playing for the current year.
If performing music from the Masterworks List, the following should be submitted: four copies of the list that includes the titles and composers of the march and the composition(s).
 - ii. Three (3) copies of the instrumentation list
 - iii. A repertoire sheet including all selections prepared for the MPA event during the past four (4) years. *It is strongly urged that the band director leave a copy of the repertoire sheet on file at his/her own school for future directors.*

7. Sight-reading

- a. Sight-reading will be required of all bands in Grades II – VI and bands that choose to select music from the Masterworks List will sight-read the same piece as Grade VI bands. The sight-reading score will be included in the overall rating for all participating bands unless the band is performing for comments only. Bands will read one (1) concert selection. One sight-reading judge will be used. The judge will make recorded comments and use the NCBA sight-reading form.
- b. During the preparation period, students may clap rhythms, sing parts, count out loud, and finger instruments but they may not play their instruments. At the conclusion of the preparation period, each band may play a warm-up scale. Bands and directors will have the following amount of time to study the music:
 - i. Grades II, III, and IV – five (5) minutes
 - ii. Grade V – six (6) minutes
 - iii. Grade VI – seven (7) minutes
- c. During the actual performance, band directors may call out rehearsal letters or numbers and verbal cues (e. g. “more trumpets”, “tubas watch”) but may not sing parts or rhythms while the band is playing. Only one director may work with the

band in the sight-reading room. The time limit in the sight-reading room will correspond with the given amount for the concert performance.

- d. The president and president-elect will contract a band director (active or retired) or a knowledgeable person (contractor) to order the sight-reading to be used in the current year's University Interscholastic League Concert and Sight-reading Festival (from Texas).
- e. It is the responsibility of the state chair to assure that the contractor chosen will be provided with the following information: contact information at RBC Music, instrumentation for folders, MPA dates, MPA sites, MPA district chairs, MPA site addresses, and the number of sets of sight-reading folders that need to be compiled. The contractor will provide the folders, seal each set, and ship them to the district MPA chairs so that they arrive at least one week prior to the event date. The boxes will be opened only by the sight-reading adjudicators. The NCBA Board of Directors will assess each district a few for music and folder preparation as well as any stipend to the contractor.
- f. The sight-reading judge will utilize the procedures adopted by NCBA in the sight-reading room and will not offer a clinic (either by questioning the band or requesting to conduct the band) to the band or the band director regarding their sight-reading performance. Any request by the judge may be denied by the director of the ensemble without penalty of any kind. Commentary shall be restricted to that which the judge has written and recorded.
- g. Band directors who register one or more bands in their district to attend Concert Band MPA will not judge sight-reading in another NCBA district before their band attends Concert Band MPA for that school year.
- h. During the Concert Band MPA event, it is the intent of NCBA for the sight-reading judge to NOT hear a band's stage performance prior to or in advance of their sight-reading performance in the sight-reading room.

8. Disqualification

Violation of any of the above rules constitutes and automatic disqualification.

RATING CHART FOR CONCERT BAND MPA GRADES II – VI

The following chart will be used as a guide in arriving at a final rating when using four judges. (Three judges from the concert portion and one judge from the sight-reading portion). All possible combinations are included. The Roman numerals at the top refer to the final ratings; the numbers below refer to ratings given by each judge.

RATING I	RATING II	RATING III	RATING IV	RATING V
1111	1114	1145	1455	4555
1112	1115	1155	1555	5555
1113	1123	1235	2355	
1122	1124	1244	2445	
	1125	1245	2455	
	1133	1255	3345	
	1134	1334	3355	
	1135	1335	3444	
	1144	1344	3445	
	1222	1345	3555	
	1223	1355	4444	
	1224	1444	4445	
	1225	1445	4455	
	1233	2225		
	1234	2234		
	1333	2235		
	2222	2244		
	2223	2245		
	2224	2255		
	2233	2333		
		2334		
		2335		
		2344		
		2345		
		2444		
		3333		
		3334		
		3335		
		3344		

- Rating I: Any combination of 4 ratings that total 4, 5, or 6.
 Rating II: Any combination of 4 ratings that total 7, 8, 9, or 10.
 Rating III: Any combination of 4 ratings that total 11, 12, 13, or 14.
 Rating IV: Any combination of 4 ratings that total 15, 16, 17, or 18.
 Rating V: Any combination of 4 ratings that total 19 or 20.

Unanimous Stage Rule

If a band receives straight “threes – III’s”, “fours – IV”, or “fives – V’s” on stage then it will receive that score as its overall rating regardless of the sight-reading score.

333-1 = 3 444-1 = 4 444-2 = 4 555-1 = 5 555-2 = 5 555-3 = 5

RATING CHART FOR CONCERT BAND MPA GRADE I

The following chart will be used as a guide in arriving at a final rating when using three judges from the concert portion. All possible combinations are included. The Roman numerals at the top refer to the final ratings; the numbers below refer to ratings given by each judge.

RATING I	RATING II	RATING III	RATING IV	RATING V
111	122	133	144	155
112	123	234	345	255
113	222	332	442	355
114	223	333	443	455
115	224	334	444	555
	225	335	445	

Although for purposes of reckoning the I, II, III, IV, V system is a convenience, please be sure that the numbers are not inscribed on the certificates of award or given to the media. According to the rules, the correct designations are given in the right column below:

I	Superior
II	Excellent
III	Average
IV	Below Average
V	Poor

PART B

SCDBA ALL-DISTRICT HONORS BANDS

Each year, the South Central District Bandmasters Association, by means of audition, shall sponsor an All-District Band Clinic to be held on the last weekend of January. The clinic shall consist of one band composed of 11th and 12th grade students, one band composed of 9th and 10th grade students and two bands of 8th grade students and younger. The length of the clinic shall be two days with a public concert to be given on Saturday.

The SCDBA Board of Directors shall recommend each the following with the approval of the general membership at the spring meeting:

- Middle School Audition Chair
- High School (9/10) Audition Chair
- Senior High School (11/12) Audition Chair
- Middle School Concert Band Clinic Chair
- Middle School Symphonic Band Clinic Chair
- High School (9/10) Clinic Chair
- Senior High School (11/12) Clinic Chair

Persons interested in serving in any of these capacities should notify the SCDBA Chair in writing prior to the spring meeting.

I. AUDITIONS

A. Eligibility

1. The band director must be an active member in good standing of the district association and must be a member of NAFME and NCMEA.
2. The band student must be actively enrolled in a regularly scheduled senior high school, middle school, or elementary school band class within the district boundaries where the band director is a member in good standing of the district association. The band student must not be over 21 years of age.

B. Audition Fees

1. The fee is \$10.00 per student.
2. The fee may be changed by the general membership and the audition chairs with regard to current economic status.

C. Audition Chairs

1. One of the audition chairs should be the band director at the audition site.
2. The site should be selected one year in advance on a voluntary basis subject to approval and recommendation of the SCDBA Board of Directors and general membership.

D. Auditions Requirements

1. The auditions requirements will be posted on the district web site by November 15th of each year.
2. The auditions requirements are subject to yearly review by an appointed committee and general membership.

E. Audition Regulations

1. Students are not allowed to audition on more than one instrument with the exception of percussion.
2. Schools will be assigned audition order based upon the order of entered student information into the online registration page. Payment of audition fees must have the appropriate deadline postmark for registration to be considered valid. The auditions chair(s) will assign individual audition numbers.

F. Audition Judges

1. The audition judges are to be selected by the Auditions Chair(s) from the district membership and other professionals as needed.
2. The audition judges are required to follow instructions given by the Auditions Chair(s).

G. Miscellaneous

In the event of unusual circumstances at auditions, the Auditions Chair(s) in conjunction with the District Chair have the authority to make emergency decisions.

H. Instrumentation

Instrumentation for the Senior High School (11/12) All-District Band			
Flute – 12	Oboe – 3	Bassoon – 4	E-flat Clarinet – 1
B-flat Clarinet – 20	Bass Clarinet – 4	Contrabass Clarinet – 2	Alto Saxophone – 4
Tenor Saxophone – 2	Baritone Saxophone – 1	Trumpet – 12	Horn – 8
Trombone – 9	Baritone – 4	Tuba – 6	String Bass – 1
Snare/General Percussion – 4	Mallets – 2	Timpani – 1	
Total Students = 100			

Instrumentation for the High School (9/10) All-District Band			
Flute – 12	Oboe – 2	Bassoon – 4	E-flat Clarinet – 1
B-flat Clarinet – 20	Bass Clarinet – 4	Contrabass Clarinet – 2	Alto Saxophone – 4
Tenor Saxophone – 2	Baritone Saxophone – 1	Trumpet – 12	Horn – 8
Trombone – 9	Baritone – 4	Tuba – 6	String Bass – 1
Snare/General Percussion – 4	Mallets – 2	Timpani – 1	
Total Students = 99			

Instrumentation for the Middle School All-District Symphonic Band			
Flute – 12	Oboe – 2	Bassoon – 2	E-flat Clarinet – 1
B-flat Clarinet – 20	Bass Clarinet – 4	Contrabass Clarinet – 2	Alto Saxophone – 4
Tenor Saxophone – 2	Baritone Saxophone – 1	Trumpet – 12	Horn – 8
Trombone – 9	Baritone – 4	Tuba – 6	String Bass – 1
Snare/General Percussion – 4	Mallets – 2	Timpani – 1	
Total Students = 97			

Instrumentation for the Middle School All-District Concert Band			
Flute – 8	Oboe – 2	Bassoon – 2	B-flat Clarinet – 14
Bass Clarinet – 4	Alto Saxophone – 4	Tenor Saxophone – 1	Baritone Saxophone – 1
Trumpet – 8	Horn – 6	Trombone – 7	Baritone – 4
Tuba – 4	Snare/General Percussion – 4	Mallets – 2	Timpani – 1
Total Students = 72			

I. Band Director Responsibilities

1. Any band director with students involved in auditions is required to attend the entire audition event. In case of an emergency, the Audition Chair(s) must be notified in writing of the name and local address of the person responsible for said band director's students.
2. Students must be registered under the name of the school in which they are enrolled. Each band director is required to register for all students from his/her school. Fees are to be paid by the individual band director and must be in correct currency or by check. Fees are paid at the time of pre-registration.
3. Any student whose band director does not follow the guidelines set forth within this constitution will not be allowed to participate in the clinic activities that school year.

J. Minimum Score

If the highest raw combined score for a section is less than 100 out of 200, that section will not participate in the SCDBA All-District Band Clinic for that year. Any student scoring a raw combined score of 75 or less out of 200 will not be able to participate in the SCDBA All-District Band Clinic for that year.

II. RESPONSIBILITIES OF THE AUDITIONS CHAIR(S)

- A. Select judges for the auditions.
- B. Make all necessary arrangements with the site host to carry out the auditions process in an organized and successful manner.
- C. Ensure audition requirements are posted on the district web site by November 15th of each year.
- D. Collect audition fees from all participants.
- E. Keep accurate records of all fees collected from band directors and give the fees to the treasurer to deposit before the day of auditions.
- F. Complete a check request for before expenses are paid.
- G. Give the Clinic Chair(s) the results of auditions on the same day the auditions occur.

Eligible for NC Honors Band Auditions			
Middle School Symphonic Band, High School Band, and Senior High School Band			
4 Flutes	2 Oboes	2 Bassoons	1 E-flat Clarinet
6 B-flat Clarinets	2 Bass Clarinets	1 Contrabass Clarinet	2 Alto Saxophones
2 Tenor Saxophones	1 Baritone Saxophone	5 Trumpets	3 F Horns
3 Trombones	2 Baritones	2 Tubas	1 String Bass
2 Snare/General Percussion	2 Mallets	1 Timpani	

III. ALL-DISTRICT CLINIC

A. Eligibility

1. The band director must be an active member in good standing of the district association and must be a member of NAFME and NCMEA.
2. The band student must have placed high enough in auditions to be selected. The band student must be actively enrolled in a regularly schedule high school, junior high school, middle school, or elementary school concert band class within the district boundaries where the band director is a member in good standing of the district association.

B. Clinic Fees

1. The clinic fee is \$15.00 per student.
2. The clinic fee may be changed by the general membership and Clinic Chair(s) with regard to current economic standing.

C. Clinic Chair(s)

1. At least one Clinic Chair(s) should be the band director at the clinic site.
2. The clinic site is to be selected one year in advance on a voluntary basis for approval and recommendation of the SCDBA Board of Directors and general membership.

D. Clinic Site Selection

1. Persons willing to host a clinic are to submit said request to the District Chair by giving the school name, location, and the name(s) of the director(s).
2. The District Chair will receive such requests for consideration and make recommendations to the Board of Directors with approval by general membership on a yearly basis – one year in advance.

E. Clinicians

Clinicians are selected by the general membership at the winter meeting.

F. Band Director – Clinic Responsibilities

1. Any band director with students involved in the clinic is required to attend the entire clinic event. In case of an emergency, the Clinic Chair(s) must be notified in writing of the name and local address of the person responsible for said band director's students.

2. Students must be registered under the name of the school in which they are enrolled.
3. Each band director is required to register for all students from his/her school. Clinic fees are to be paid by the individual director and must be in the correct currency or by check.
4. Any student whose band director does not follow the guidelines set forth within this constitution will not be allowed to participate in the clinic activities that school year.

G. Clinic Regulations

1. Any student selected to participate in the All-District Band Clinic must agree to be present for all rehearsals in their entirety with temporary illness being the only excuse for not fulfilling this requirement. Illness MUST be verified by the student's band director.
2. All students participating in the All-District Band Clinic must agree to abide by the policies set forth by the South Central Band Directors Association.

H. Clinic Chair(s) Responsibilities

1. Serve as a host for the clinic.
2. Publish information concerning the clinic for all participating directors and students and ensure it is posted on the district web site and send via the SCDBA Google Group.
3. Plan the schedule for the clinic.
4. Be responsible for all logistics pertaining to the clinic.
5. Prepare concert programs for the clinic concert.
6. Collect all clinic fees.
7. Pay the conductors' fees at the completion of the clinic.
8. Complete a check request form for the clinic expenses. Remit any surplus money to the SCDBA Treasurer within 15 days after the completion of the clinic.

I. Director's Absence from All-District Band Clinic

The clinic registration at the time of the SCDBA All-District Honors Band Clinic must be done in person by the band director. If the band director is unable to be present, the band director must notify the SCDBA Clinic Chair(s) in advance and in writing, giving the reasons for his/her absence and the name of the ACTIVE SCDBA BAND DIRECTOR who is to personally register his/her student(s) and will be responsible for the student(s) during the clinic. Each school principal will verify this appointment with the Clinic Chair(s) in writing before the clinic registration date. Failure to comply by a band director will result in removal of the band director's students from the SCDBA All-District Band Clinic.

J. All-District Clinic Cancellation – Student Participation Policy

If a student cancels for the original SCDBA All-District Band Clinic date and the event is cancelled or moved to the snow date, the student who cancelled will be moved back to his/her original placement in the section and the alternate who was called up will be notified and returned to alternate status.

PART C

SOLO AND ENSEMBLE MPA

Each year, the South Central District Bandmasters Association shall sponsor a Solo and Ensemble MPA to be held on the second Saturday in May. The Solo and Ensemble MPA Chair, with the approval of the District Chair and the general membership, may alter the date if necessary.

The SCDBA Board of Directors shall appoint a Solo and Ensemble MPA Chair each year. Persons interested in serving in this capacity should notify the District Chair in writing prior to the spring meeting of the Board of Directors.

I. DUTIES OF THE SOLO & ENSEMBLE MPA CHAIR

- A. Serve as the host for the Solo and Ensemble MPA.
- B. Publish information concerning the MPA for all participating band directors and students.
- C. Plan the schedule for the MPA.
- D. Secure the judges for the MPA.
- E. Be responsible for all logistics pertaining to the MPA.
- F. Collect all fees for the MPA.
- G. Keep accurate financial records of all fees collected, all required expenses, etc., and make a financial report to the treasurer of SCDBA and the executive director of NCMEA as well as the District Chair within thirty (30) days after the completion of the MPA.
- H. Pay the judges' fees at the conclusion of the event.

II. SOLO & ENSEMBLE MPA FEES

The registration fee for Solo and Ensemble MPA is per student/per event when registering for solos, duets, and other small ensembles.

The registration fee will be announced at the fall meeting each year and posted on the district web site.

SOLO & ENSEMBLE MUSIC PERFORMANCE ADJUDICATION (MPA) RULES

- A. Eligibility
 - 1. Band directors having participants in the Solo and Ensemble MPA must be current members of NCMEA and their own district.
 - 2. Students must be regularly enrolled in a scheduled concert band class which receives one unit of credit and attend school within the district boundaries of which the director is a member.
 - 3. Participating ensembles must be from a single administrative unit (school).
 - 4. The band director that appears on the class roster at a school as the teacher must be a member of NCMEA and register all students to participate in all state sanctioned events.

B. Solo & Ensemble MPA Registration

1. The registration form must be completed and mailed to the Solo and Ensemble MPA Chair with the appropriate fees by the stated deadline (i.e. 30 days prior to the event).
2. No soloist or ensemble may perform at more than one Solo and Ensemble MPA in a given year.

C. Solo & Ensemble MPA Regulations

It is the responsibility of the band director to see that the following regulations are enforced:

1. Schools are not limited in the number of participants entering a particular event.
2. No student may enter both junior high/middle school and senior high school levels.
3. No group or individual may enter for comments only. Each participant or group will be assigned a rating of Superior, Excellent, Average, Below Average, or Poor.

D. Solo & Ensemble MPA Performance

Soloists and ensembles may select any composition and perform on recognized concert band instruments including percussion. Soloists/ensembles must provide their own accompanist if needed. Recorded or computer-generated accompaniments may be used but each entrant must provide his/her own playback equipment. Use of music is permitted. There is not any required repertoire list. Each entrant must furnish a score for the judge with all cuts indicated and measures numbered. Accompaniments are strongly encouraged but not required.

E. Time

Each performance is to be limited to no more than six (6) minutes.

F. Solo & Ensemble MPA Fees

1. Registration fees will be determined by each district.
2. No refund of any fees paid will be issued.

G. Band Director Responsibilities

1. Any band director with students involved in the Solo & Ensemble MPA is required to attend the entire event during which his/her students are present. In case of an emergency, the Solo & Ensemble MPA Chair must be notified in writing of the name and local address of the person responsible for said band director's students.
2. Students must be registered under the name of the school in which they are enrolled. Each band director is required to register for all students from his/her school. Fees are to be paid by the individual band director and must be in correct currency or by check. Fees are paid at the time of pre-registration.
3. Any student whose band director does not follow the guidelines set forth within this constitution will not be allowed to participate in the clinic activities that school year.

PART D

MARCHING BAND STATEMENT

The South Central District Bandmasters Association, a component of the North Carolina Bandmasters Association and the North Carolina Music Educators Association, officially recognizes and sanctions marching band as a viable and credible performance-based class or ensemble in the teaching of music in a high school setting.

Further, we believe that high school marching band (competitive or non-competitive):

- Is only one component of a well-balanced instrumental school program. A well-rounded instrumental program, based on local situations and traditions, offers a selection of ensembles such as Marching Band, Concert Band, Symphonic Band, Wind Ensemble, Stage Band, Jazz Band, Pep Band, Orchestra and/or small ensembles.
- Supports character education. Membership in Marching Band helps to develop students' positive character attributes desired by society, parents, and employers such as a good work ethic, self-discipline, selflessness, responsibility, leadership, persistence, determination, cooperation, creativity, teamwork, and honesty.
- Helps to build, because of the complexity of the activity, in developing higher order thinking skills such as the ability to compare and contrast, to classify, to recognize patterns, to analyze, and to sequence.
- Helps to build, because of the complexity of the activity, physical fitness in students. Marching Band will develop endurance, stamina, dexterity, breath control, muscle control, muscle strength, and conditioning.
- Has unlimited interdisciplinary applications. Marching Band supports academic disciplines such as geometry, physics, algebra, PE and health, literature, art, theater, language skills, communication skills, and creative movement.

PART E

AWARDS OF EXCELLENCE

AWARD OF EXCELLENCE – VETERAN DIRECTOR

- The band director should be an active member or recently retired.
- The band director should be in good standing.
- The band director should have a career of excellence in all facets of the instrumental band program.
- The band director's teaching location/situation should be taken into consideration (i.e. rural, city, private, etc.).
- There should be evidence of service to the South Central District as a board member, committee member, executive board member, or any other duties along this long.
- There should be evidence of service to other music organizations such as NAfME, NCBA, or others.
- There should be evidence of professional awards and/or publications which the band director has received.
- There should be evidence of original compositions, commissions, or arrangements that have been added to published music literature.

YOUNG DIRECTOR AWARD OF EXCELLENCE

Description: The "Young Director Award of Excellence" is a recognition sponsored and presented by the South Central District Bandmasters Association to outstanding young band directors with less than seven years of experience in the profession.

Purpose: The purpose of the "Young Director Award of Excellence" is to honor the achievements and service of new band directors in the South Central District and to promote the fostering of rising talent in the music education profession.

Criteria:

Candidates for the "Young Director Award of Excellence" must

- Have at least two years of experience as a band director in the South Central District.
- Have not completed their 7th year as a band director.
- Distinguish themselves as a teacher of quality and potential.
- Demonstrate professionalism in working with fellow directors.
- Participate in band functions at the district and state levels.
- Volunteer their time and service within their school, county, or the South Central District.

SCDBA FINANCIAL GUIDELINES

Updated June 2019

HONORARIUMS FOR CONCERT BAND AND SOLO & ENSEMBLE MPA EVENTS

- Each MPA event has one honorarium paid at the same rate that an adjudicator is paid. If an event has a site host and an event chair, the honorarium will be shared.
- Honorariums will be paid by the NCMEA Executive Director after the NCMEA Event Financial Report is submitted and audited.

SUBSTITUTE PAY FOR SCDBA STUDENT EVENT CHAIRS

Middle and High School MPA chairs and All-District Clinic Chairs may have their substitutes paid for by the event receipts if each event chair includes the cost of the substitute in the budget proposal approved by the SCDBA Board of Directors. The SCDBA only pays the cost of the substitutes for the event chairs.

SCDBA DISTRICT REIMBURSEMENT GUIDELINES

DISTRICT OFFICERS (AS STATED IN EACH DISTRICT'S CONSTITUTION AND BYLAWS) AND DISTRICT STANDING COMMITTEE CHAIRS

Must use the NCMEA Reimbursement Form and follow all guidelines listed on the form.

- Postage
- Office supplies and copies
- Related general expenses

NON-STANDING COMMITTEES

Must use the NCMEA Reimbursement Form and follow all guidelines listed on the form.

- Office supplies and copies (Committee Chair)
- Other expenses approved by the SCDBA Board of Directors
 - The Committee Chair will submit the committee's dates(s) of meeting(s) as well as location(s) and submit them to the SCDBA Chair for board consideration

NCMEA PROFESSIONAL DEVELOPMENT CONFERENCE – DISTRICT CHAIR

Must use the NCMEA Reimbursement Form and follow all guidelines listed on the form.

- Lodging for Saturday night only up to the NCMEA rate
- Meals (1 dinner and 1 breakfast) up to the NCMEA rate
- Mileage is the expense of the District Chair.
Exception: Mileage can be requested (at the NCMEA rate) if the drive is less than two hours and the District Chair does not request reimbursement for the hotel – whichever is less.

ALL-DISTRICT BAND – AUDITIONS CHAIR(S) AND CLINIC CHAIR(S)

Must use the NCMEA Reimbursement Form and follow all guidelines listed on the form.

Honorariums will be paid after **all** bills for All-District Honors Band Auditions and the All-District Honors Band Clinic have been paid, not including expenses listed below.

Honorariums - \$300.00 each for Audition Chairs and Clinic Chairs

- Postage
- Office supplies and copies
- Hotel expenses
 - Thursday and Friday nights for Clinic Chairs as needed

All bills and requests (using the NCMEA Reimbursement Form) must be submitted to the SCDBA Treasurer within thirty (30) days of the events (30 calendar days after auditions and 30 calendar days after the clinic). The NCMEA Financial Report must be sent to the NCMEA Executive Director within 45 days after the All-District Honors Band Clinic.

SOLO & ENSEMBLE MPA CHAIR

Must use the NCMEA Reimbursement Form and follow all guidelines listed on the form.

Honorariums will be paid after **all** bills for Solo and Ensemble MPA have been paid, not including expenses listed below.

Honorariums - \$300.00 (To be split if there is a chair and site host.)

- Postage for mailing judges' contracts
- Office supplies and copies

All bills and request (using the NCMEA Reimbursement Form) must be submitted to the SCDBA Treasurer within 30 calendar days of the event.

ALL-STATE HONORS BAND CLINIC – DISTRICT CHAIR

Must use the NCMEA Reimbursement Form and follow all guidelines listed on the form.

- Hotel for one night only at the NCMEA rate, if there is not a student participating from the District Chair's school
- Meals up to the NCMEA rate (1 dinner, 1 breakfast, and 1 lunch)
- Mileage, if there is not a student participating from the District Chair's school
- Substitute, if there is not a student participating from the District Chair's school

SCDBA EVENT BUDGET POLICY

All SCDBA event chairs must submit a proposed budget of their events to the District Treasurer and the Board of Directors to be approved for the current school year.

- The Middle School Concert Band MPA Chair and the High School Concert Band MPA Chair must submit their budgets at least one week (7 days) prior to the Board of Directors meeting held during the All-District Band Clinic.
- The Solo and Ensemble MPA Chair must submit his/her budget at least one week (7 days) prior to the Board of Directors meeting held during the All-District Band Clinic.
- The All-District Audition Chair(s) and the All-District Clinic Chair(s) must submit their budgets at least one week (7 days) prior to the Board of Directors meeting held during the summer.
- Budget proposals must use the categories as listed on the NCMEA Event Financial Report.
- Once an event budget is approved, and event chair cannot make changes or spend more in a category without approval by the Treasurer.
- Concert Band MPA Chairs may not spend more than \$500.00 in the "Other" category.

Event Chairs may provide lunch for adults who work to run the event but must follow NCMEA meal allotments.

All clinicians/adjudicators will be reimbursed for meals by submitting receipts with their NCMEA Reimbursement Forms or, if meals are brought in during an event, the Event Chair must not exceed the meal allotment as listed on NCMEA Reimbursement Form.

A copy of the NCMEA Event Financial Report for each event must be submitted to the District Treasurer to review and the District Treasurer will provide a report to the SCDBA Board of Directors at the summer meeting.

Concert Band MPA Chairs must provide to the District Treasurer a NCMEA Income Log of the directors/schools that paid for superior plaques.

If an event does not have funds to pay bills and/or the Event Chair's honorarium, the Event Chair must contact the District Treasurer. The Event Chair's request must include documentation (copies of bills not paid) to the District Treasurer. After receiving the request, the District Treasurer will submit it to the District Chair and the Board of Directors for action.

Event checking accounts are not to keep more than \$500.00 from year to year. All accounts above \$500.00 must be transferred to the district account.*

**May change with account changes at the state level.*

GENERAL POLICIES

The District Treasurer cannot write a check for over \$300.00 for any expense that is not normal for All-District Auditions, the All-District Clinic, or Solo and Ensemble MPA. Approval for any amount over \$300.00 must be given by the SCDBA Board of Directors or by the District Chair and Chair-Elect.

The District Treasurer will be on all checking accounts for events. The District Chair and Chair-Elect will be on the district account. Two signatures are not required to write checks by an Event Chair or the District Treasurer. (This is for the possibility that it would prevent the person responsible for a checking account not being able to handle needed business.)

OTHER HONORARIUMS

The South Central District Webmaster will be paid an honorarium of \$300.00 each year. The honorarium will be paid by June 30th each year.

As of June 2018, the honorariums for All-District Conductors/Clinicians will be \$500.00 per day.