

# 2009-2010

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## Elementary Music Festival

# COORDINATOR

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# MUSIC FESTIVAL

## MUSIC DIRECTOR'S HANDBOOK

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Although these files may NOT be posted on your school website, ACSI member schools may include a link to the ACSI Student Activities Web page: [www.acsi.org/kwhandbooksstudentact](http://www.acsi.org/kwhandbooksstudentact).

## THE CHRISTIAN PHILOSOPHY OF MUSIC

Aesthetics is an integral part of life. God Himself wants to be glorified through both artistic and musical expression. However, integrating the Bible with the school's music curriculum goes deeper than merely quoting Bible verses which refer to music. It involves finding the musical facts and principles which are taught in the Bible and incorporating them into the teaching. They are then relevant to the subject at hand, thereby consolidating truth gained from the Bible study and from observations by man. All truth is God's truth.

Students must be trained to carefully and objectively study God's word. While the Bible is not a music book, it does touch on areas of music. Helping our students to think critically and constructively from a Bible-based Christian world-view should be a major concern for all Christian educators. We must always remember that the major scriptural function of music is for the praise and worship of God.

Students and teachers must be engaged in both the study of music and the study of the Bible for this kind of integration to take place. Christian school teachers need to search for ways to involve pupils in learning music from a biblical world-and life-view. It is our prayer that the instruction preceding, as well as the actual Music Festival, will reflect the efforts of the teacher.

### OBJECTIVES

1. To exalt our Lord Jesus Christ in the use of musical talent.
2. To encourage students to share in the ministry of music for the glorification of God in and beyond the classroom.
3. To provide an opportunity for Christian school students to benefit from the evaluation of a qualified adjudicator(s) and distinguished guest conductors.
4. To provide opportunities for fellowship with students from other Christian schools with a similar interest.
5. To support and encourage the local Christian school music department with the music festival as an educational tool.

*No part of this book may be reproduced except for the convenience of a member school when participating in an ACSI sponsored Music Festival.*

## REGISTRATION

### School

The Student Activities School Registration Form will be mailed to member schools early in the school year. The form and appropriate fee must be returned to the ACSI Regional Office by the stated deadline. This fee covers the cost of handbooks and office related expenses of the Music Festival. Make the check payable to ACSI. This fee is non-refundable.

### Student Entry (Participation) Forms

Participation Forms will be mailed to registered schools for the purpose of signing up each entry. Use only the participation forms provided by ACSI. The number of school entries is not limited, but there are limitations on the number of performances, per student. Use a separate form for each entry. Entry fees cover the cost of the judges' honorariums and other host-related expenses. It is the responsibility of the music director to mail the forms so they are received by the deadline date. *In respect for the chairman's heavy work schedule, late entries will be rejected. If an exception is made, a \$25.00 late fee will be assessed by ACSI.*

## INSURANCE

All schools participating in an event with the Association of Christian Schools International are required to have adequate insurance coverage for students and sponsors/teachers. ***ACSI does not assume the responsibility for this coverage.*** The school's student accident insurance should cover most reasonable and customary medical expenses. Workers' Compensation should cover sponsors/teachers.

Activities include, but are not limited to, the following: art, athletics, cheerleading, math, music, science, speech and spelling events.

## FESTIVAL CONCERT

The concert is a part of the total Music Festival program. **Therefore, it is mandatory for every performing student to attend the concert assembly. THERE WILL BE NO EXCEPTIONS!**

*All choirs (13+) and large ensembles (5-12)* are required to participate in a short practice session, and performance, of a mass choir number, under the direction of a guest conductor. **(Students must learn the mass choir selection prior to arrival at the Festival.)** The mass choir selection may not be used for adjudication—it is reserved for the concert presentation only.

The concert will include the mass choir number plus several vocal and instrumental soloists/ensembles that will be invited to perform their Festival music, as a result of judges' recommendations (superior rating required). In addition, Festival participants and guests may be asked to participate in group singing of several Christian choruses.

## COPYRIGHT LAW

ACSI encourages each student and director to follow United States copyright law. ACSI is committed to complying with copyright law requirements for permission for copying music (either by photocopy, transcriptions, or arrangements). Any performances of music arranged without permission from the publisher will not knowingly be permitted. If you have any questions, please call the ACSI Student Activities Office.

## ENTRY (PARTICIPATION) FEES

1. There is a participation fee for each entry, as follows:  
Soloists - \$8.00      Ensembles - \$17.50 per group      Large groups - \$65.00 per group  
\*Please see below: “Participation Limits” for ensemble options.
2. The entry fee must accompany the participation forms. Forms and fee must be mailed to the event chairman by the entry deadline, which is designated on the supplementary materials. ***Entry fees must be paid in one school check made out to ACSI – no personal checks accepted. Entry fees are non-refundable.***
3. Vocal and instrumental entry fees should be included on the same school check. The vocal and instrumental music directors should work together and request the school check in adequate time to meet the entry deadline. Late entries will not be accepted. If an exception is made, there will be a \$25.00 late fee assessed by ACSI.
4. Failure to attend the Music Festival will constitute an automatic forfeiture of the entry fee.

## LEVELS OF PARTICIPATION

1. Schools may participate in the Festival with vocal entries, instrumental entries, or both. This handbook includes instructions for both instrumental and vocal entries.
2. Students may enter the Festival in the following grade levels:  
Elementary – grades 3-6      Middle/Jr. High – grades 6-8 or 7-8      Senior High – 9-12
3. A large group (band, orchestra, etc.) that includes students from all three grade level combinations is permissible only when the Festival site includes grades 3-12. Otherwise—
  - ❖ Senior high students may not participate at an elementary (only) Festival site.
  - ❖ Fifth grade elementary students may participate at a Jr/Sr High Festival site, in a junior high large group only.
  - ❖ Junior high students may participate in an elementary large group, at an elementary Festival site, provided the majority of the students in the group are elementary grade level.

## PARTICIPATION LIMITS

1. Each accompanist is limited to four (4) scheduled performances, vocal and/or instrumental.
2. Each student is limited to a maximum of three (3) performances. Of these, only two (2) may be in the soloist/ensemble category (vocal and/or instrumental).
  3. All schools with vocal entries must enter a choir (13+) or ensemble (5-12) for adjudication.
  4. **Every student** participating as a vocal entry is required to be a member of the school choir or ensemble and perform in the mass choir performance. (In other words, if a student performs in a *vocal solo/ensemble, a choir or ensemble performance is mandatory*.)
5. The purpose of this ruling is to support the school music program and to assure musical instruction of all vocal entries.
6. Performance opportunities:      Soloists      Ensembles (2-12 members)      Choirs (13 or more)
7. **NOTE:** Ensembles of 5-12 members may enter the Festival as a large group, if they prefer. Ensembles performing as a large group must follow all large group rules, pay the large group fee, and use the large group participation form.
8. All choirs (13+) and large ensembles (5-12) are required to participate in the mass choir practice and performance.
9. All instrumental soloists must have at least one full year of professional lessons before entering the Festival.
10. Please plan entries carefully; there are no refunds. Substitutions or title changes are not allowed once work has begun to compile the schedule.

## FESTIVAL MUSIC SELECTION

1. All aspects of selected music must be acceptable to Christian standards and educational value.
2. Copied music will not be accepted, unless the music folder includes a copy of a letter of permission, on letterhead stationery, from the copyright holder.
3. It is the music director's responsibility to notify the chairman if an entry is withdrawing from an event. Upon arrival at the Festival site, the music director must report any last minute withdrawals.

## INSTRUMENTAL MUSIC SELECTION

1. There are no required numbers from which to choose. Challenging and appropriate music must be used for every selection. The music director will be responsible for overseeing the selection of pieces.
2. Large groups (bands/orchestras/hand bell choirs, etc.) will perform three selections, one of each contrasting style: 1.) march (hand bells – march or lively up-tempo rhythmic style); 2.) sacred/hymn; and 3.) director’s choice.
3. Classification of difficulty level must be indicated on both the entry form and the adjudication form.

Classification A: Music level expected of any entry with more than 5 years background in music. This level represents our best high school musicians. Repertoire must be “standard” contest works.

Classification B: Musical level expected of an entry with 3-4 years experience. Intermediate students will be appropriately challenged in repertoire.

Classification C: Musical level expected of an entry with at least one or two full years of experience. This level represents the most accessible repertoire and is designed to encourage performances that show effort and promise.

## VOCAL MUSIC SELECTION

1. Each choir will perform two (2) numbers consecutively, one required number and one selection of the music director’s choice. The required number must be chosen from the sources listed below. *The mass choir number is included on the required music list but may not be used for adjudication.*

Grade Division	Required Resource	Director’s Choice
Elementary	One (1) Choristers Guild*	One (1) Director’s Choice
Jr/Sr High School	One (1) State Prescribed List**	One (1) Director’s Choice

\*Obtain a FREE copy of the Choristers Guild Catalog by calling 972-271-1521, or online at [www.choristersguild.org](http://www.choristersguild.org).

\*\*State prescribed lists are available at [jwpepper.com](http://jwpepper.com) or the State Music Educators websites. ([www.kmea.org](http://www.kmea.org); [www.omea-ohio.org](http://www.omea-ohio.org); [members.tripod.com/~wvmea/](http://members.tripod.com/~wvmea/))

2. All aspects of music selected must be acceptable to Christian standards as they relate to lyric, rhythm, etc. Popular, rock, country, jazz, and show tunes, are not acceptable. Music style may be contemporary. While some of these categories may be acceptable for other performances, the purpose of this event is to encourage and promote quality academic music literature.
3. All choirs and ensembles are required to learn the mass choir number.

## LARGE GROUP ADJUDICATION

1. All music will be judged on the merit of the performance, on a non-competitive basis. **The ACSI Music Festival is not a competition—scores will not be posted.**
2. Large groups will perform before three adjudicators, one of which will be a clinician. All other entries will perform before one adjudicator (exception: ensembles of 5-12 students, performing as a large group).
3. The music director will prepare three (3) folders—one for each adjudicator. Folders for adjudicators should be submitted at the registration desk upon arrival at the Festival (school name should appear on each folder). Each folder must include:
  - A single copy of each piece with measures numbered in order of performance
  - One copy of the Adjudication Form with the top portion filled in (one rating will be given for combined music selections)
4. Published copies of selections must be provided for the adjudicator. Accompanists must also use original music scores. **PHOTOCOPIES WILL NOT BE ACCEPTED** unless accompanied with a letter of permission from the publisher, on letterhead stationery.
5. A penalty of one (1) rating will be levied if folders are not provided for the judges.
6. When submitting entries, the music director has the option of labeling an entry for “Comments Only” (no rating). The director must also label the adjudication form “Comments Only.” (All Festival rules and guidelines apply).
7. Music directors will introduce their groups and announce selections. After the first and second number, the judges will indicate when to begin the next number.

## INSTRUMENTAL ADJUDICATION

1. Bands will perform a total of three (3) selections (see “Festival Music”, pages 5-6). All published parts must be performed when possible
2. The class of difficulty (A, B, C, D) must be indicated on every adjudication form.
3. Recorded background accompaniment is not permitted.
4. Each group will perform three numbers, not to exceed the following time limits:

Elementary and junior high instrumental groups	15 minutes
High school instrumental groups	30 minutes
5. Each group will be timed from the time the director or the first performer steps into the performance area.

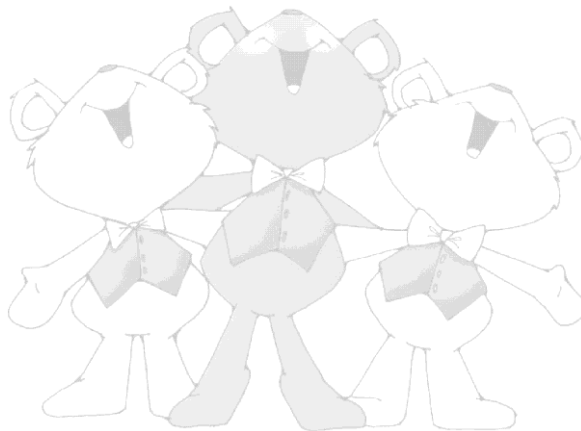
**LARGE GROUP ADJUDICATION – INSTRUMENTAL CONTINUED**

6. The Festival event chairperson is responsible for keeping the performances on schedule. If a group is late, the Festival may proceed without them, or, the group may be required to eliminate one or two of their numbers to maintain the performance schedule. Any group performing less than three numbers will be penalized one rank for each number not performed.
7. Each group will have a warm-up time. Each group will provide its own music stands and set-up crew.

**CHOIRS AND ENSEMBLES PERFORMING AS CHOIRS ADJUDICATION**

1. Every choir will prepare two (2) selections for adjudication—one from the required sources outlined above and one chosen by the school music director.
2. All choirs and ensembles are required to learn the mass choir number.
3. All vocal music must be memorized. There will be a penalty of one (1) rating if music is not memorized.
4. Recorded background accompaniment is NOT permitted. Amplified instruments are NOT permitted.
5. Choir performances must be accompanied on piano or sung acapella.
6. Each group will be timed from the time the director or the first performer steps into the performance area.
7. The following time limits will be observed:

Elementary choir	15 minutes
Middle/Junior High	15 minutes



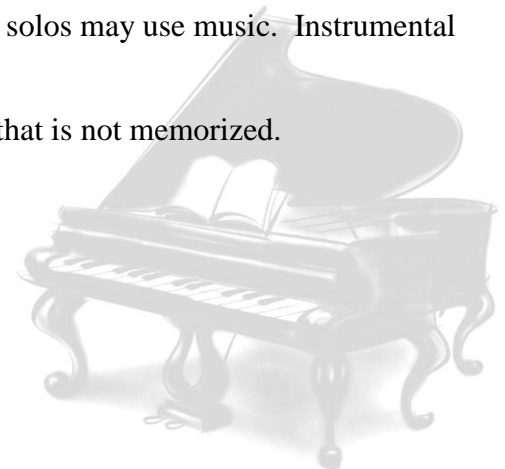
## SOLO/ENSEMBLE ADJUDICATION

Ensembles of 5 to 12 members may enter the Festival as a large group, if they prefer. They would then be counted as a large group and be responsible for following all large group rules, performing three selections, paying the large group fee, and using the large group participation form.

1. All soloists and ensembles (except those entering as a large group) will perform one selection, at their appropriate level of difficulty.
2. Each performance will take place before one judge.
3. At the time of performance, each entry will submit a folder to the adjudicator containing:
  - one copy of music (with measures numbered) and
  - one Adjudication Form (with top portion completed).
4. Published copies of selections must be provided for the adjudicator. Accompanists must also use original music scores. **PHOTOCOPIES WILL NOT BE ACCEPTED** unless accompanied with a letter of permission from the publisher, on letterhead stationery.
5. The time limit for all soloist and ensemble entries is seven (7) minutes.
6. Students should report to the room at least 10 minutes prior to scheduled performance time.

## INSTRUMENTAL SOLOS/ENSEMBLES ADJUDICATION

1. All soloists and ensembles (except those entering as a large group) will perform one selection, at their appropriate level of difficulty.
2. All instrumental soloists must have at least one full year of professional lessons before entering the Festival.
3. Taped backgrounds are not permitted. If there is accompaniment, it must be used.
4. Piano solos must be memorized. All other instrumental solos may use music. Instrumental ensemble performances may use music.
5. There will be a penalty of one rank for any piano piece that is not memorized.



## VOCAL SOLOS/ENSEMBLES ADJUDICATION

**All vocal entries must also participate in their school choir or school ensemble.**

1. Soloists and all ensembles (unless performing as a choir) will perform one selection of choice for adjudication, before one judge.
2. **Ensemble – 5-12 members—music selection:** Music selections should be appropriate for adjudication. Although many styles are appropriate, avoid arrangements where all emphasis is on rhythm rather than text and melody. Selections with choreography, show appeal, and/or dramatic interpretation are not acceptable. Show tunes, pop, country, are not acceptable. *Contemporary gospel, sacred, and classical selections are acceptable.* Adjudication will be based on the quality of the performance, considering vocal ability and communication of the song.
3. **Solo/duet/trio/quartet music selection:** Popular, country and show tunes are not acceptable. Contemporary categories should be performed in good taste. Do not try to imitate a favorite recording artist(s). Adjudication will be based on quality considering vocal ability and communication.
4. Music Directors will choose appropriate music for elementary entries according to standards explained above.
5. All vocal selections must be memorized.
6. Accompaniment for all adjudication should be done with piano. Accompaniment tracks are not acceptable.

## MUSIC FESTIVAL DRESS CODE

Participants must adhere to the host school's dress code. It will be the music director's responsibility to make sure students are aware of, and respect, the dress code. Without a specific dress code, students should dress appropriately for a public appearance. Uniforms are acceptable for performance.

## RULES OF CONDUCT

1. It is important that students respect the host school's standards, property, and facilities in every area.
2. All directors are responsible for the conduct of their students while attending the Music Festival.
3. One actively involved adult chaperone is required for every ten students.
4. Directors should brief all students *and* chaperones on the rules specified by ACSI, the Music Festival Chairperson and/or host facility.

## General Rules

1. Students are limited to rooms and buildings designated for Festival use, other areas are off limits.
2. No food or drink is permitted in any adjudication or warm-up room, or any other area designated by the host facility.
3. Trash should be deposited in proper containers.
4. Schools will be held responsible for damages done by their students.
5. Reasonable quiet should be maintained at all times around the Festival site so as not to disturb or interfere with other performances in progress.
6. No one may enter or leave an adjudication room while a performance is in progress.
7. Radios, audio and video recording devices, portable music sources, and/or electronic games or devices of any kind are not permitted at the host site. All beepers and cell phones must be turned off before entering performance rooms.
8. No school may leave the Festival before the conclusion of the concert assembly. Attendance is required by *all* ACSI Festival participants (vocal and instrumental) for the concert assembly.

This day should be set aside for the ACSI Music Festival in its entirety. Upon arrival, students and chaperones are expected to stay on campus until the completion of the day's schedule (no exceptions).

9. Violation of conduct rules may result in disqualification of the school's entries. Severe violations may result in the school's disqualification from participation the following year.

## LISTENING

A vital and important part of ACSI music adjudication events is listening to other musicians perform. Directors should plan and encourage their students to spend an assigned amount of time listening to other performances. Proper conduct is expected while listening to other performances.

## AWARDS

A certificate with a rating will be given to each entry ("5 X 7" for every individual performing in a solo or ensemble, and "8 1/2 X 11" for each large group). In addition, every student performing a solo or in an ensemble will receive a ribbon that corresponds to their rating – Superior, Excellent, Good, Honorable Mention. A rosette ribbon will be given to the Music Director for each large group.

**Adjudication forms, certificates, and ribbons will not be given to students. All material must be picked up at the specified location by the music director or adult assistant.**

## CHECK LIST FOR DIRECTORS

MUSIC DIRECTORS SHOULD ACCESS THE ELEMENTARY PARTICIPATION AND JUDGING  
FORMS ONLINE AT

[www.acsi.org/kworvstudentact](http://www.acsi.org/kworvstudentact)

Click on **Elementary Music Festival** under the Coordinator's Information.

### At School:

- \_\_\_\_\_ Recruit sufficient number of chaperones
- \_\_\_\_\_ Explain rules of conduct, dress code, etc., to students *and* chaperones
- \_\_\_\_\_ Plan sufficient rehearsal time for your large group and other entries
- \_\_\_\_\_ Have all music for adjudicators properly marked with measures numbered; complete top portion of Adjudication Forms (make sure the correct form is used for each entry: Large Group, Solo/Ensemble, Piano).
- \_\_\_\_\_ Complete the Information Sheet for Event Chairperson (1 sheet per school, including vocal and instrumental information)
- \_\_\_\_\_ PRACTICE, PRACTICE, PRACTICE for the Mass Choir selection. If your students come to the Music Festival and have not learned the Mass Choir selection – it takes away from their experience of working together with other schools. It is also difficult for the Guest Director when students have not learned the words and music.

### Mail materials to the Event Chairperson by the designated deadline date:

- \_\_\_\_\_ Student Participation Forms
- \_\_\_\_\_ *One school check*, covering all Festival entry fees
- \_\_\_\_\_ Information Sheet for Event Chairperson

### Bring to the Festival:

- \_\_\_\_\_ For each large group: three (3) folders for judges: Adjudication Form and music.
- \_\_\_\_\_ All other entries: one folder per entry – Adjudication Form and music

