

ALL-OCDA Junior High Honor Choruses Rules and Regulations (Approved by OCDA Board, Summer 2012) Grades 7, 8, and 9

Table of Contents

- General Information
- General Audition Information
- Student Audition Procedure
- Choir Selection Process
- Rules and Procedures for Listening Room Workers
- Rules and Procedures for Policing (Monitoring) Students
- Rules and Procedures for Registration Desk Workers
- Rules and Procedures for Preliminary Room Monitors
- Rules and Procedures for Preliminary Judges
- Rules and Procedures for Final Audition Room Monitors
- Rules and Procedures for the Tally Person
- Rules and Procedures for Judges
- All-OCDA Junior High Honor Chorus Conductor Information
- All-OCDA Junior High Honor Chorus Chair Duties
- Student Procedures on Thursday Afternoon of the Festival
- All-OCDA Junior High Honor Chorus Member Conduct
- All OCDA Junior High Honor Chorus Chair Chronological List of Duties

General Information

1. There is a preliminary audition for treble voices held in conjunction with the OMEA first round choral audition in corresponding quadrants with OMEA. Singers in the preliminary audition will be judged in all areas listed on the Vocal Score Card. The final audition for treble students who pass the first round audition and all Tenor/Bass voices will be held in November, on Tuesday of the week before Thanksgiving week.
2. The Festival is normally held the second Thursday, Friday, and Saturday in January.
3. OCDA web site address: <http://www.okcda.org>
4. The OCDA web site has all information and forms necessary to participate in honor choirs.
5. Each student auditioning for an All-OCDA Junior High Honor Chorus must be recommended by his/her director, who must be a member of OCDA. Go to the OCDA web site for a membership application. The director may withdraw the recommendation at any time with the concurrence of the school administration. Such action would make the application and/or membership null and void. If a student wishes to audition for the All-OCDA Junior High Honor Chorus, and the school does not have choral music in its curriculum, the student may be entered by his/her school administrator, private teacher, or other music teacher within that school system provided that said administrator, private instructor, or music teacher is an OCDA member. The OCDA member agrees to attend and work at the audition in November.

6. Each student wishing to audition for and perform in the All-OCDA Junior High Honor Chorus must be a member of his/her school choral program and academically eligible to participate in this activity according to the rules of the Oklahoma Secondary School Activities Association. Academic eligibility pertains at the time of audition as well as the rehearsals and concert. Both the school principal and the choral director must certify that all applicants are eligible.

7. Sixth grade students may **not** audition for the All-OCDA Junior High Honor Chorus even if they are students of a Middle School. Only students in grades 7, 8, and 9 may audition for the All-OCDA Junior High Honor Chorus.

8. The audition application form can be found on the web site. We will accept duplicated. **DEADLINES ARE SUBJECT TO CHANGE. READ CAREFULLY TO AVOID MISTAKES.**

9. **Deadlines will be strictly enforced.** It is suggested that audition entries be sent by certified mail. **Late** entry deadline is at least one week after the first deadline. All changes made after the original deadline will follow the procedures listed in #10 below.

10. Please note: if you take advantage of the late entry to enter a student and/or change voice parts, a double fee (\$20) per entry will be administered. Any change made after the late deadline will incur a \$100 per student penalty fee, with a penalty cap of \$500 per school. Changes may be made up to and including the day of auditions. Changes include changing a voice part or adding a student. You may not change one student's name for another.

The deadline for acceptance forms will be the second Friday of December. The participation fee is \$45.00. **Forms postmarked after the deadline will incur a \$55.00 participation fee. Forms postmarked after the third Friday of December will not be accepted. The students will not be allowed to participate in the OCDA All-State Choirs.**

****Please note:** when the **program** is made for the concert, listing the students and their directors, the **information is taken directly from the entry form.** You must enter the school name exactly as you want it to appear in the program, i.e. Eisenhower or Lawton Eisenhower. **If two or more directors are involved in teaching the students, you must list both directors.**

11. Send all entries to the OCDA Secretary/Treasurer. Mailing instructions are included on the audition application.

12. Checks and/or purchase orders must accompany each entry. **No cash will be accepted.** Please send only one check per school (**personal checks from students or their parents are not acceptable**).

13. From the works that will be performed on the All-OCDA Music Festival Concert, the All-OCDA JH Chorus Committee chooses the music selections on which students will audition.

14. The official All-OCDA Junior High Honor Chorus rehearsal CD can be ordered only through the OCDA.

15. Audition cuts will be made from official rehearsal CDs. The All-OCDA Junior High committee will choose selected audition passages. The committee will make the audition CD seventy-two hours prior to the first audition.

16. Students auditioning on the Soprano II part must sing Soprano I when there is no Soprano II part. Altos may not sing Soprano II.

17. Male students with unchanged voices may audition on treble parts but must sing treble on all selections. For instance, a student may not sing alto and tenor I. **All male students who have auditioned on treble parts and make the choir will participate in the mixed choir.**

18. The All-OCDA Junior High Honor Chorus Committee will choose the audition site.
19. The All-OCDA Junior High Honor Chorus Chair will schedule students at random and mail directors auditions times for their students only. For example: If there are 15 Tenors from School A, they could be scheduled three in a row, then three from School B. All students from one school will be scheduled at about the same time to avoid a school's spending the entire day at the auditions. Schedules will be mailed out at least one week before the auditions. The chorus chair may consider special requests for time selections and will honor these as much as possible while maintaining the random scheduling of schools.
20. There will be no list by school or by student name except at the registration area and the tallying office. The student will be identified only by his/her number, which shall be given upon registration at the audition site.
21. The director must acquire the services of a chaperone to accompany the applicant to the audition site. One teacher from each school site (not district) will be required to work the All-State auditions—all day. Other teachers from the same school site will be required to work while at the auditions. Services required include one or more of the following duties: assisting in registration or office, door monitoring, tallying scores in audition rooms, judging, and monitoring students awaiting auditions.
22. Directors of auditioning students must work all day on audition day. If a teacher does not fulfill his obligation of working audition day, a letter will be mailed to the school's administration admonishing the teacher. The teacher will be placed on one year's probation. If said teacher does not fulfill his responsibilities the next year his/her students will not be allowed to audition.
23. The Mixed Chorus Chair will schedule director work assignments for the audition day.
24. By signing the All-OCDA Music Festival Acceptance sheet, the student agrees to attend and sing in all rehearsals and the final concert. The student cannot be excused for illness or death in the family. The student is responsible for learning and performing all selected music materials.

General Audition Information

1. **Members of All-OCDA Junior High Honor Chorus Committee**
 - Past Treble Choir Chair
 - Current Treble Choir Chair
 - Current Mixed Chorus Chair – duties begin at January Board Meeting – conductor's literature suggestions already secured.
 - Mixed Chorus Chair–Elect – duties begin at July Board Meeting - should have already secured a conductor.
2. Students will prepare the three musical selections listed on the website by May for the audition. The audition material will be arranged in approximately one-minute cuts from the official All-OCDA Junior High Honor Chorus CD. Only two of the three selections will be used for the audition. The rehearsal CD must be purchased from the Oklahoma Choral Directors Association. Order forms for CDs can be found on the web site: www.oklacda.org
3. All money involved in the Junior High All-State Honor Choir will be sent to the OCDA secretary/treasurer.
4. Students must bring their own music to the audition. In order to comply with copyright laws, no unauthorized photocopies of music will be allowed at the auditions.

5. Students are scored on each composition according to the following:

Criteria	Points
Voice Quality	20
Pitch Accuracy	20
Rhythm Accuracy	20
Diction	10
Dynamics	10
Intonation	15
Phrasing	5
Maximum points per selection	100

Student Audition Procedure

The following rules are to be observed by students, directors and chaperones while at the audition site.

Audition Procedures

1. The student or the director will **not** be allowed to hear the audition CD at any time except during the 90-minute period prior to the audition time.
2. Tape recorders may **not** be taken into the listening or audition rooms.
3. Parents, chaperones, or directors may **not** accompany a student to the audition room. This helps to maintain the anonymity of the school and the student auditioning. Exception: Students with a physical handicap which requires adult supervision.
4. At no time will the student's name or school be stated, in or near the audition room.
5. No one, including the room monitor may stand immediately outside the door listening to the audition.

Audition Instructions

1. Upon arrival at the audition site the teacher will register and receive his assignment.
2. Upon arrival at the audition site the student will register and receive a number. Please make sure the number written on the audition card is the same number listed on the registration sheet.
3. Ninety (90) minutes prior to the student's audition time he/she may enter the Listening Room. In the Listening Room, the student will be allowed to hear the audition CD with cuts and instructions exactly as the CD will be heard during the audition. Each student may enter the Listening Room two times.
4. The student will then be given directions to the audition room or to the holding area.
5. After the student has been in the listening room the second time, he/she must go to the audition site (no more than thirty(30) minutes before his scheduled audition time). Upon arrival, the student must sign in

with the room monitor. Upon entering the audition room, the student's number will be announced to the judges by the room monitor. The students will be behind a screen where the judges will not be able to see them.

6. After the door is closed, the CD will begin. The CD will say "Are you ready?" If the student is not ready to begin, he/she should answer "no." The student should notify the judge as soon as he/she is ready to begin. The CD will proceed exactly as heard in the warm-up room.

7. Restarts are not allowed.

8. Following the second audition selection the CD will state "Thank you." The student will then exit the audition room. The student should leave the audition area immediately after his/her audition.

Choir Selection Process

1. Composite score cards are placed in rank order from the highest to lowest score in like sections (i.e., Soprano I, Alto I, etc). The highest score of Sop 1, Sop 2, Alto 1, Alto 2 will go to the mixed. The next highest will go to treble, and the process will proceed with alternate mixed, treble choices until 28 are selected for the mixed chorus. The last five (5) will go to the treble chorus. All male treble singers will go to the mixed choir. Student names and school will remain anonymous during the selection process.

2. Only after the choir has been selected will the names be matched with the audition number assigned during the registration.

3. 28 students will be chosen in each section for the Mixed Choir. 35 students will be chosen in each part for the Treble Choir. The sections may be larger than 30 for the Mixed Choir and 35 for the Treble Choir only if ties occur in the scores, or if certain sections need to be larger in order to help the balance of the choir. If the last score chosen is two or more students with the same score, all students with that score will be allowed in the choir. Section sizes may be subject to change without notice based on the final number of participants.

Rules and Procedures for Listening Room Workers

1. The listening room workers will need the following materials:

- A clock set 90 minutes ahead of the actual time
- A single hole punch
- CD player
- Extension cord
- The Audition CD
- Poster board showing the exact cuts and order

2. Decide who will:

- Stand outside the listening room door
- Work inside the listening room

3. The person standing outside the door:

- Must check the audition time of each student entering, making sure he/she is not more than 90 minutes ahead of the audition time
- Punch a hole in the student's audition card each time he/she enters the listening room.
- Students may go through the listening room two times.

4. The person inside the listening room:
 - Will display the cut instructions (written on the poster board).
 - When each new set of students arrives give them instructions and time to mark their cuts.
 - Play the cut CD.
 - Make sure the room is completely cleared before allowing the next set to come into the room.

Rules and Procedures for Policing (Monitoring) Students

1. The teachers will need the following skills:
 - Patience
 - That look which means "yes you"
 - A stern, soft speaking voice
 - The guts to tell teachers, parents, chaperones, etc "no you may not go there "
2. Monitors:
 - will need to keep halls quiet
 - Keep students where they belong
 - Keep students out of where they do not belong
 - Not allow unauthorized persons to go to the judging area (even teachers and parents)

Rules and Procedures for Registration Desk Workers

1. Registration desk workers will need the following materials:
 - Student Part Registration Books
 - Teachers Registration Books
 - Audition Tickets
 - Pens
 - Audition Job Assignments
2. Registration desk workers will:
 - Advise teachers where and how to register
 - Advise teachers where they go to "work"
 - Advise students how and where to register
 - Give directions when needed
 - You may reissue a lost audition ticket one time, with no listening room privileges (punch two holes in the card before giving to the student).

Rules and Procedure for Audition Room Monitors

1. The room monitor will need the following materials:
 - Audition schedule
 - Pen
 - Clipboard (a straightedge will be helpful)
2. The room monitor is responsible for:
 - Student sign-in at the audition room
 - Control of access to the audition rooms
 - Keeping the area quiet
 - Maintaining a flow of students to the audition room
 - Announcing only the student's number to the judges as the student enters the room

- Making sure no reference to a student's name or school has been made
- Making sure only the auditioning student enters the room during the audition
- Calming and reassuring the students about to audition
- Keeping all people away from the audition room door

The monitor may be asked to communicate questions or answers between the judges and the auditioning student. For example: the student may have a hearing problem, and could ask that the CD player be turned louder.

Rules and Procedures for the Tally Person

1. The tally person will need the following materials:
 - Calculator
 - Pencils
 - Stapler
 - A copy of the rules
2. A tally person will be assigned for each audition room. The tally person is responsible for:
 - Calculation of the judges' scores
 - Make sure all score blanks have been completed
 - Confirmation of the judge's signature on the scorecard.
 - Make sure all cards have the same audition number and staple them together on the top left corner in the following order:
 - Audition ticket
 - Blue
 - Yellow
 - Beige or Pink

Rules and Procedures for Judges

1. The judge will need the following materials:
 - CD Player
 - Extension cord
 - Audition CD (provided)
 - Pencils
 - Audition scorecards (provided)
2. Set up room:
 - Put table and chairs where you will be comfortable
 - Place the CD player where it can be played by a judge or tally person
 - Set the CD player where it is loud enough for the student, but not too loud for judges
3. The All-OCDA JH Honor Chorus Chair-Elect will assign three judges to each audition room.
4. All judges must attend the meeting thirty (30) minutes prior to the first audition. The "cut" information will be given at this meeting. We will discuss the judging procedure at the OMEA Fall Conference.
5. Judges should note the date, site, and time of the audition. Upon arrival at the site, judges must register, and then check in with the All-OCDA JH Honor Chorus Chair. At completion of audition duties, do not leave until the Chair has given the "all clear". This will give the Chair time to see that all students were given the opportunity to audition.
6. Judges need to be familiar with the three audition numbers. Each needs to know the voice part the chair-elect has assigned him/her to judge.

7. Judges should be familiar with the score–card.
8. When scoring students, the judge will write only the individual score for each item on the scorecard. The **judge will not tally** his/her own scores.
9. Judges will sign or initial each score–card in the designated place.
10. Judges will refrain from speaking from the time the student enters the room until he/she exits.
11. **Judges will not discuss their scores with anyone during the audition day.**
12. Of the three judges in the audition room, the judge scoring on the blue card is the person designated by the Chair to speak to a student should that become necessary, i.e. a technical difficulty with the CD player. Otherwise no one will speak while a student is in the audition room. The blue judge should write the actual time of the student’s audition at the top of the blue card.
13. The person who will operate the CD player can be decided prior to the first student’s auditioning. Any of the judges or the tally person can handle this task based on logistics of the room.
14. Any question regarding scoring or judging duties should be referred to the Chair during the judges’ meetings prior to the auditions. Questions that arise during the audition should be referred to the "blue" judge.
15. Judges are invited to suggest any ideas that will make the auditions fair, consistent, and comfortable for everyone involved.
16. Hotel for the night before the final audition and meals on the day of the audition will be provided.

ALL-OCDA Junior High Honor Chorus Conductor Information

Members may submit suggestions for consideration to the any OCDA Board Member at any time. Conductor suggestions will then be submitted at the business meeting. Members present at the meeting will prioritize the list.

The following information will be given to the All-OCDA Junior High Honor Chorus conductors:

1. Date, place, and time of the festival.
2. When the selected individual receives a contract from the OCDA President, sign the contract and return to OCDA Secretary/Treasurer.
3. A list of literature performed for the past three years will be sent to the conductor.
4. The length of the chorus portion of the concert should be approximately 25 minutes and never longer than 30 minutes. **The program should consist of six SATB selections, in any combination up to two sections per part (SSAATTBB), for the Mixed Choir and six selections of SSA or SSAA for the Treble Choir.**
5. Discuss the technical capabilities of the singers with the conductor. The selection of the music for the chorus should be a committee process.
6. The conductor will submit either a list of two compositions from each period of music, or a total program to the All-OCDA Chair by January of the year prior to the festival. The Junior High Choir Committee will

review the music for approval.

7. The final selection of the music for the chorus should be completed before the **March board meeting of the year preceding the performance.**

8. The conductor's resume and picture are to be submitted to the web administrator in order to be put on the website. *editor@oklamus.org*

9. The seating chart for rehearsals and performance is to be verified by the conductor prior to the festival.

10. A rehearsal schedule will be sent to the conductor.

11. The conductor will turn in a record of expenses with receipts prior to the final concert.

ALL-OCDA Junior High Honor Chorus Chair Duties

Prescribed duties of the All-OCDA Junior High Honor Chorus Chair are:

1. Contact Conductor two to three years prior to festival. Conductor will be chosen from a list of suggestions provided by the OCDA membership. Availability and honorarium will be two of the deciding factors in the selection.

2. Get contact information to the OCDA President to facilitate sending the contract to Conductor.

3. Send copies of past programs to the conductor. The conductor will then submit either a list of two compositions from each period of music or a total program to the All-OCDA Chair. The Chair and the committee will review the music for approval.

4. Notify music dealers of the music selections. Make sure the music is currently available from the publisher, of good quality, content and print. **After the March board meeting, the list should be sent to the music dealers.**

5. Notify the High School Representative of the literature selections, so he/she can submit for permission to make the CD's.

6. Obtain copies of music for the Chair, the person making the CD's, the accompanist, and the person speaking the foreign language pronunciation guide.

7. Notify web master of the selection of literature and which compositions are selected for audition by April 1.

8. Procure résumé and picture of the conductor for the *web site*.

9. Make a list of all directors entering students, along with the expiration dates of their OCDA membership for the registration table at the November auditions.

10. Secure or perform the following:

Audition facility

The Chair-elect will secure the personnel for the auditions to include:

1. Three (3) judges per room
2. A monitor for each final room

3. tally for rooms
4. listening room workers
5. monitors for listening room
6. workers for registration desk
7. workers for computer room
8. Choir monitors to monitor the behavior of students waiting to audition

Schedule auditions according to the random schedule given in the General Rules and Regulations.
 Send the schedule to the directors involved in the audition.
 Run the audition in the prescribed manner set forth in the Chorus Rules.
 Compile the results of the tally and send a list of students selected to all schools who auditioned.

11. Contact the All-OCDA Junior High Honor Chorus conductor three (3) months prior to the festival, and make arrangements for transportation, room and meals.
12. Send a roster of students, by section, to the OCDA Executive Secretary, listing them as they are to appear on the All-OCDA concert program. Include the student's school name. This must be done no later than December 20.
13. Compile a list of chorus members who have been in the All-OCDA Junior High Honor Chorus for three years and give it to the Chair of the Treble Chorus. The Treble Chorus Chair will order medals for the three-year members.
14. Preside at the All-OCDA Junior High Honor Chorus concert, and introduce the conductor.

Student Procedures on Thursday Afternoon of the Festival

"Additional music" is that music which was not prepared for the November audition. This music will be used to complete the concert program.

1. 1:30 – 2:00 p.m. Registration for choir members. Registration will take place at the Cox Convention Center Information Desk. Name tags will be on their chairs in the rehearsal room. A number, which will divide the choir into double quartets, will be on the name tag.
2. 2:00 – 2:30 p.m. Rehearsal of music for second round of auditions with accompaniment CD. Teachers will be asked to be judges. The All-OCDA Junior High Honor Chorus Chair will designate the number of audition rooms needed and assign eight directors in each audition room. **The Treble Choir will require four judges per room.**
3. 2:30 – 3:30 p.m. Auditions in double quartets. Singers will be checked for note and rhythmic accuracy on all additional All-OCDA Junior High Honor Chorus selections not heard at the first audition. **The treble choir members will sing three of the six songs learned for the choir.** A student may be asked to sing a second time to fill a group. In this case, the student will not be judged the second time he or she sings.
4. 3:30 p.m. Second Audition: In the event a student does not display adequate knowledge of the selected audition material according to the teachers who are judging, he or she will receive the following instructions:
 1. Student will be informed of which cut(s) need to be re-auditioned.
 2. The student will be directed to a committee consisting of the following three people: the current Chair, the Treble Chair, and the Chair-Elect.
 3. The committee will hear the students sing their parts alone with the accompaniment CD.
 4. If the committee is satisfied, the student has passed and will remain as an All-OCDA member.
 5. If the committee is not satisfied with the student's level of performance, then the student will be given 60 minutes for further preparation with his/her director.

6. The student will then return to the committee for one final audition, at which point the committee will decide if the student will be allowed to participate. If the committee is satisfied, the student will remain as an All-OCDA member.

7. If the committee is still not satisfied, the student will be sent home immediately. No refund of participation fees will be issued.

ALL-OCDA Junior High Honor Chorus Member Conduct

Members of the All-OCDA Junior High Honor Chorus must be chaperoned by an adult sponsor who is a member of OCDA. Each chorus member will abide by all rules established by OCDA at all times after arrival and until the final concert and departure. Students who fail to do this will be sent home immediately by the All-OCDA Chair.

1. All students and directors are required to stay at the convention hotel for the duration of the festival.
2. Chorus members are expected to be on time to all rehearsals and the final concert. **Students who are tardy will be dismissed immediately with no exception. This rule is enforced.**
3. During rehearsal, students are expected to be attentive to the conductor at all times. Talking is prohibited. Food, drinks, and gum are not allowed in the rehearsal room. Water is provided in the rehearsal room (water bottles will be allowed). Please avoid going for water during rehearsal as frequent breaks are provided. Appropriate singing posture (back straight and away from chair, feet flat on floor) is expected while singing.
4. Students must remain reasonably quiet at all times in the hotel rooms, both day and night. TV sets and radios must be played at low levels at all times.
5. Students must wear their festival badges at all times when outside the hotel room.
6. Hotel doors should be locked at all times.
7. Boys are not allowed to visit girl's rooms. Girls are not allowed to visit boy's rooms. If it is necessary to make an exception, an adult chaperone must be present.
8. Curfew for students will be 10:30 PM. The curfew means that students must be in their rooms and not leave them after the hour of curfew.
9. No student may possess or use illegal materials at any time.
10. Absolutely no alcoholic beverages or narcotics of any form.
11. No playing of instruments or singing in the hotel after 10:00 PM on any night.

Rigid adherence to all regulations is expected. Any infringement or violation of rules will result in automatic dismissal from all activities of the festival and a request that the student immediately be sent home.

All-OCDA Junior High Honor Chorus Chair Chronological List of Duties

January

The Chair duties begin at the Board Meeting.

Secure four copies (on approval) of the music submitted for concert by the conductor and distribute to the Junior High All-State Committee.

February

Find and reserve the audition site.

Make sure the music is currently available from the publisher, of good quality, content and print.

March

At the March Board meeting: present the list of literature recommended by conductor.

Notify music dealers of the music selections. (Pender's, Saied's, Senseney)

Send information to the administrator of the *web site* regarding music and auditions. Deadline is **April 1**.

Keep enough copies of the music selected or purchase music for CD maker, language specialist, accompanist, and chair.

Send music selections to "CD maker" The All-OCDA Junior High Honor Chorus Committee will finalize the literature selections for concert and choose three audition pieces from the program.

Send the list of literature to the High School Representative so he/she can secure permission to make CD's.

June

Arrange for five people (one per part and accompaniment) to proof the rehearsal CD.

Send "proofers" the rehearsal CD's to be proofed and instructions.

July

Conduct reading session at the OCDA Convention

Attend Board Meeting after the convention

Send All-OCDA audition information to the administrator of the *web site*. This deadline is **August 1**.

Check convention rehearsal facilities with the Secretary/Treasurer

Elect a new Chair (2 years ahead)

Secure accompanist

Send contact information to OCDA Sec/Treasurer to send accompanist a contract.

Send accompanist the selected music.

September

The incoming Mixed Chorus Chair and the Treble Chorus Chair will work to secure a conductor for his/her year. We should have the conductor chosen two years in advance.

October

Secure seating chart from conductor .

Coordinate with the Sec/Treasurer for hotel arrangements for all judges and other help for auditions.

Procure resume and picture of the conductor for the *web site*.

Coordinate with Computer person to schedule Round 1 of auditions.

November

Mail audition schedules at least one week prior to audition date.

Make copies of audition CD

Notify All-OCDA Junior High Honor Chorus members selected in writing by November 25.

December

Debbie Wood will prepare the name tags

Check flight times of conductor

Confirm hotel accommodations for conductor. (and tell the Secretary/Treasurer)

Compile the list of accepting choir members and send to printer, JoAnn Struck does the t-shirts, and treble Chorus Chair does the plaques and medals.

January

Practice patience and answer all directors' questions

Thursday of the festival

Arrange for the conductor to be picked up from the airport.
Arrange the choir rehearsal hall for registration and rehearsal seating.
Secure approximately 12 judges to be present for second audition
Review rules with the chorus
Hold Second Audition
Hold call-backs if necessary
Introduce conductor prior to rehearsal.

Friday of the festival

Take roll at each rehearsal

Give final instructions about rehearsal at Concert site.

Need to assign each year OCDA Chairs (Treble, Jazz, and JH) share some duties:

Securing concert site— Secretary Treasurer
Securing audition site —Mixed Chair
Arranging for meals for all day workers at audition—Junior High
Securing photographer—Jazz
Securing CD/Video People—Jazz
Finding instrumentalists when needed—Each chair for their choir.
Securing hotel info—Secretary/Treasurer
T-shirt orders—JoAnn Struck
T-shirt and plaque company—Treble Chair