

Michigan School Band and Orchestra Association

District V

2013-2014

District Handbook

September 2013

Members and Colleagues,

The Executive Board of District 5 hopes this packet of forms, information, and rules will make your school year go more smoothly. We have included our district activities, dates, locations, and chair people.

When entering students in a festival, please remember District Solo and Ensemble and District Band and Orchestra Festival **MUST** be entered **ONLINE**.

Appropriate entry fees must be sent along with the printed invoice. The invoice must include your principal's signature. The entry and fee must be postmarked by the deadline stated in our District V Handbook in order to avoid being disqualified from festival participation. It is strongly recommended directors send entries and fees via registered mail so there is a confirmation of receipt. It is a good idea to always keep a copy of your entry forms for your own files.

If you find yourself in doubt, please do not hesitate to call a member of the Executive Board. We are here to help you. Remember all deadlines are firm. If you are in need of help because something is going wrong and you find it difficult to make a deadline, please call the state office immediately **BEFORE** the deadline and they will help you out. The state office number is: (517) 347-7321. Then please call the member of the District Executive Board or the Chairperson in charge of the event and communicate your dilemma with them too.

Matthew Shephard	President
Jeanine Ignash	1 st Vice-President for Band and Orchestra
Heidi Schlosser	2 nd Vice-President for Solo and Ensemble
Stephen DeRees	3 rd Vice-President for Adjudicators
Linda Murray	4 th Vice-President for Orchestral Activities
James Burkhart	Secretary
Steven Shaw	Treasurer
JoAnn Gross	Past President

Topics/Items Covered in this Packet

- List of District Officers and Chair People
- Important District Dates
- District Marching Band Festival Entry Form
- Junior High All Star Weekend Information
- Worker Preference Form
- Solo and Ensemble Festival Information
- Band and Orchestra Festival Information
- Teacher of the Year Form
- Video Library Information and Catalog
- District V Constitution and By-Laws
- Operational Policies
- Application to Host a District V MSBOA Festival

District V, MSBOA Officers 2013-2014 & List of Committee Chairs

President: Matthew Shephard
(1st Term, expires 2015)
Home Address: 2055 E. Stewart Road
Midland, MI 48640
Home Phone: (989) 513-3505
School: Meridian HS and MS
School Phone: (989) 687-3347
e-mail: mwshephard@yahoo.com

1st Vice-President for B & O: Jeanine Ignash
(1st term, expires 2014)
Home Address: 6027 Winegar Rd.
Perry, MI 48872
Home Phone: (248) 345-1834
School: Ovid Elsie HS and MS
School Phone: (989) 834-2271 ext. 1892
e-mail: jeanine.ignash@ovidelsie.org

2nd Vice-President for S & E: Heidi Schlosser
(2nd term, expires 2015)
Home Address: 3292 Paulan Dr.
Bay City, MI 48706
Home Phone: (989) 529-0025
School: Auburn Bay City Western HS and MS
School Phone: (989) 662-4481 ext. 6195
e-mail: schlosserh@bcschools.net

3rd Vice-President for Adjudicators: Steve DeRees
(Interim position, expires 2014)
Home Address: 1213 Wakefield
Midland, MI 48640
Home Phone: (989) 839-6929
School: Midland Dow HS
School Phone: (989) 923-5382
e-mail: dereesse@mps.k12.mi.us

**4th Vice-President for
Orchestral Activities:** Linda Murray
(2nd term, expires 2015)
Home Address: 1408 Scott Street
Midland 48642
Home Phone: (989) 839-0692
School: Midland Public Schools
School Phone: (989) 923-5772
e-mail: murraylm@mps.k12.mi.us

Secretary: Jim Burkhart
(1st Term, expires 2015)
Home Address: 4951 N. Lewis Rd.
Coleman, MI 48618
Home Phone: (989) 289-7815
School: Coleman HS and MS
School Phone: (989) 442-1998
e-mail: burkhart@colemanschools.net

Treasurer: Steven Shaw
(expires 2014)
Home Address: 4899 Audubon
Saginaw, MI 48638
Home Phone: (989) 627-1150
School: Freeland Community Schools
School Phone: (989) 695-2586
e-mail: shaws@freeland.k12.mi.us

Past President: JoAnn Gross
Home Address: 3750 West Wing Road
Mount Pleasant, MI 48858
Home Phone: (989) 560-5625
School: Shepherd HS and MS
School Phone: (989) 828-6601 ext. 4427
e-mail: joagross@gmail.com

Committee Chairs

Elementary – currently nonactive
F.I.C. - Roger Stevens
Marching Band – Nikki Bruski
Music Ed – Nikki Bruski
Member Emeritus – Jo Ann Gross
Youth Arts/All State – Katie Harris
JRHS All Star Weekend – Linda Murray

District V MSBOA Schedule of Events 2013-2014

Event	Date	Application Deadline	Location	Officer/Chairperson
Fall Meeting -5:30 p.m. dinner -7:00 p.m. meeting	September 9 th , 2013	NA	Steinhaus – Bay City	Matthew Shephard
Marching Band Festival	October 14 th , 2013	September 23 rd , 2013	Willman Field - Owosso	Nikki Bruski
Rain Date for Marching Festival	October 21 st , 2013	September 23 rd , 2013	Willman Field - Owosso	Nikki Bruski
All State Band Auditions	October 26 th and 27 th , 2013	October 1 st , 2013	Owosso HS	Carl Knipe
Winter JH/MS Solo and Ensemble Festival	December 14 th , 2013	October 11 th , 2013	Perry MS	Heidi Schlosser
Winter Meeting -5:30 p.m. dinner -7:00 p.m. meeting	January 13 th , 2014	NA	La Senorita – Mt. Pleasant	Matthew Shephard
Junior High All Star Weekend	January 11 th and 12 th , 2014	November 8 th , 2013	Shepherd HS	Linda Murray
HS Solo and Ensemble Festival	February 8 th , 2014	December 6 th , 2013	Owosso HS	Heidi Schlosser
District Band and Orchestra Festival-1 st Weekend	February 28 th and March 1 st , 2014	January 10 th , 2014	Bay City Western, Perry, Frankenmuth	Jeanine Ignash
District Band and Orchestra Festival-2 nd Weekend	March 14 th and 15 th , 2014	January 10 th , 2014	St. Johns, Perry, Frankenmuth	Jeanine Ignash
Spring JH/MS Solo and Ensemble Festival	April 12 th , 2014	February 14 th , 2014	Midland Jefferson	Heidi Schlosser
Spring Meeting -5:30 p.m. dinner -7:00 p.m. meeting	May 5 th , 2014	NA	TBD – voted upon at 2013 Fall Meeting	Matthew Shephard

DISTRICT MARCHING BAND FESTIVAL ENTRY FOI

Festival Date: Oct 14th, 2013 Entry Deadline: September 23rd, 2013
Rain Date: Oct 21st, 2013 Entry Fee: \$ 75.00
Site: Owosso High School Payable to: Treasurer, District V

CHECKS MUST BE ENCLOSED WITH THIS APPLICATION!

NAME OF SCHOOL _____
SCHOOL ADDRESS _____
DIRECTOR'S NAME _____
SCHOOL PHONE () _____ HOME () _____
BEST TIME TO CALL SCHOOL _____ HOME _____
MSBOA CLASSIFICATION _____ ENTERING CLASS _____

*****SEE MSBOA STATE YEARBOOK FOR FESTIVAL RULES AND GUIDELINES*****

PROGRAM INFORMATION

NAME OF BAND _____
NAME OF DIRECTOR(S) _____
OTHER INSTRUCTORS _____
DRUM MAJOR(S) _____
NUMBER OF PARTICIPANTS IN THE GROUP _____

MUSICAL SELECTIONS

(Indicate how you would like to have them listed in the program)

NOTE: By completing and signing this form, you are committing your school to join the MICHIGAN SCHOOL BAND AND ORCHESTRA ASSOCIATION (MSBOA) for current school year.

(Principal's Signature)

(Director's Signature)

**RETURN THIS FORM ALONG WITH THE \$75.00 ENTRY FEE POSTMARKED
September 23rd, 2013 TO:**

Nicki Bruski
Marching Festival
800 W. Chapel Lane
Midland, MI 48640

Cell Phone: (989) 714-9050

District V MSBOA Junior High All Star Weekend Information

The All-Star Weekend will be held on Saturday/Sunday, January 11th & 12th, 2014, at Shepherd High School. There will be one band and one string orchestra.

Five to ten students (depending upon director response) will be chosen from each participating school. Please nominate up to 15 of your **top** players to be considered. This event is open to 8th and 7th grade students. *Please do not nominate 6th or 9th grade students unless they are a permanent member of your ensemble.*

A selection committee will meet to decide on the instrumentation and numbers for the All-Star Groups. Placement of chairs and the selection of soloists (if the music calls for such) will be at the nominated directors' discretion. Directors will be notified of selected students as soon as the selection committee has finalized the list. Selected students will be expected to learn the music ahead of the All Star Weekend. There is not time enough to teach notes at the Saturday rehearsals.

Students will have rehearsals and sectionals on Saturday. (Lunch will be provided at no cost to the students.) There will be a brief rehearsal on Sunday before the afternoon concert. There is a \$3.00 admission cost for the concert.

Overnight housing will **NOT** be provided by the host school. Information on motels will be made available.

In order for your students to participate, you must fulfill a work assignment. You will be assigned to assist with rehearsals, lead a sectional, work in the office, or other duties as needed. You will need to remain on site the full day on Saturday.

Complete the online application with up to 15 of your top musicians. Rank these students in the order you wish to have them considered. On line nominations are due no later than Friday, November 8th, 2013. As soon as you receive the confirming e-mail, have your Principal sign it and mail to the chairperson:

Linda Murray
Midland Northeast Middle School
1305 E. Sugnet
Midland, MI 48642

Your confirming e-mail must be signed by your building principal, MUST BE accompanied by a \$50.00 School Entry Fee, and must be postmarked on or before November 8th, 2013.

MSBOA District V Worker Preference Form 2013-2014

This form is due October 1st, 2013, to: Heidi Schlosser

So that our festivals can run smoothly, we need to have the directors assist. Assignments will be made as close as possible to your requests. Please be advised that if you send students to a Solo and Ensemble Festival, you will work THAT FESTIVAL.

Director's Name _____
Home Address _____
City _____ State **Michigan** Zip _____
Home Phone _____ Best Time _____

School Address _____
City _____ State **Michigan** Zip _____
School Phone _____ Best Time _____

High School Solo and Ensemble Festival: February 8th, 2014

_____ I do not send students to High School Solo and Ensemble Festival

OR

Work Preference: _____ A.M. _____ P.M.

Instrument Preference: 1. _____ 2. _____ 3. _____

Band and Orchestra Festivals:

Weekend #1: February 28th and March 1st, 2014

Weekend #2: March 14th and 15th, 2014

B/O work preferences are entered during the on-line registration process. If emergency situations arise, contact the VP for B/O, Jeanine Ignash.

Junior High Solo and Ensemble Festival:

_____ I do not send students to Junior High Solo and Ensemble

OR

I will be sending students to the: _____ December 14th, 2013 Festival at **Perry HS**

_____ April 12th, 2014 Festival at **Midland Jefferson MS**

Work Preference: _____ A.M. _____ P.M.

Instrument Preference: 1. _____ 2. _____ 3. _____

Please complete this form and return it to the address listed below as soon as possible. Your cooperation in this matter will make lots of people happier at festival time.

Send the completed form to:

Heidi Schlosser
500 W. Midland Rd.
Auburn, MI 48611

Solo and Ensemble Festival Information Page

District V Solo and Ensemble Festival Dates and Locations:

SENIOR HIGH	Owosso
Saturday, February 8 th , 2014	
JUNIOR HIGH	
Saturday, December 14 th , 2013	Perry
Saturday, April 12 th , 2014	Midland Jefferson MS

*****ALL ENTRIES MUST BE DONE ON-LINE*****

Deadlines (Postmark) for Entries:

SENIOR HIGH:	December 6 th , 2013
JUNIOR HIGH:	Winter: October 11 th , 2013
	Spring: February 14 th , 2014

Festival Fees: Make check payable to TREASURER, DISTRICT V MSBOA (no P.O.'s or "promises" will be accepted).

Type of Event	Fee	Type of Event	Fee
Piano Solo	\$15.00	Quintet	\$25.00
Solo	\$14.00	Sextet	\$30.00
Duet	\$16.00	Septet	\$35.00
Trio	\$21.00	Octet	\$40.00
Quartet	\$24.00	Chamber Ensemble	\$5.00 per person

Mail completed application, computer forms and check to:

Heidi Schlosser
500 W. Midland Rd.
Auburn, MI 48611

Reminder: Medal Awards are included in the entry prices. No additional monies are needed to purchase Medals.

Complete rules and information can be found in the MSBOA 2013-2014 Yearbook. As a qualifying festival, **the District must observe all State rules as found in the Yearbook and current Federal copyright laws.**

Note: Junior High events must be a minimum of 1 ½ minutes in length.
Senior High events must be a minimum of 2 minutes in length.

Solo and Ensemble Information-Page 2

The following are some of the rules which are commonly the cause of misunderstandings, please go over them carefully:

1. A student may enter a maximum of three (3) events. If a student enters more than one solo, the solos must be on different instruments. Students may perform in two (2) Chamber Ensembles in addition to the above.
2. High school and junior high district festival performers will be allowed 6 minutes for setting up, tuning, and playing the event. The adjudicator will have an additional two (2) minutes for comments and completing the sheet.
3. Solos need not be memorized.
4. Repeats, D.C.'s, or D.S.'s may NOT be added to the music to meet minimum time requirements.
5. Each event MUST provide the adjudicator with an ORIGINAL copy of the solo or an ORIGINAL Full Score (aligned) of an Ensemble, with every measure numbered, or no rating will be given. Check the Yearbook for details.
6. If an accompanying piano part is published for an event, it MUST be played as part of the performance or no rating will be given.
7. Ensembles MUST perform with ONE PERSON per part as defined by the score.
8. Chamber Groups do not have to play music from any designated list – free selection is permitted. Note the minimum and maximum time limits listed for Chambers in the Yearbook. However, any chamber music that is taken from the MSBOA “Suggested List” meets all qualifications for performance, regardless of performance time.
9. All parts written for an ensemble must be played.
10. Sixth grade students are not allowed to participate in Solo and Ensembles.
11. (District Policy) “Boom Boxes” are not allowed to be played at the festival.

Band and Orchestra Festival Information Page

District V Band and Orchestra Festival Dates and Locations:

February 28th and March 1st, 2014: Perry, Auburn Bay City Western, and Frankenmuth

March 14th and 15th, 2014: Perry, St. Johns, and Frankenmuth

******ALL BAND AND ORCHESTRA ENTRIES MUST BE COMPLETED ON-LINE******

Deadline (Postmark) for ALL entry materials (including check): January 10th, 2014

Festival Fees: Make checks payable to **TREASURER, DISTRICT V MSBOA**

All Junior High Ensembles	\$140.00
Senior High Class AA, A, and B	\$150.00
Senior High Class C and D	\$140.00

Although purchase orders are accepted at the state level, District 5 does not accept purchase orders due to a lack of resources to follow the paper trail.

Mail Completed application (one copy) and check (no P.O.'s or promises) to:

Jeanine Ignash
8989 E. Colony Rd.
Elsie, MI 48831

Rules and other information can be found in the MSBOA 2013-2014 Yearbook. As a qualifying festival, the District must observe all State rules as found in the current Yearbook.

A school that fails to meet the specified deadline date, for any reason whatsoever, may enroll in the District Festival for an extended limited time of one week by paying a \$100 per event late entry fee. The director must telephone Jeanine Ignash informing her of the forthcoming application prior to the original deadline. The application must be postmarked or delivered to Jeanine Ignash no later than the Friday following the original deadline.

Barring the late entry provision of one week, late entries will not be accepted.

Be sure to check the 2013-2014 MSBOA Basic Music List for required music lists. This can be found online.

PLEASE DO NOT FORGET YOUR WORK ASSIGNMENT

MSBOA District V

Teacher of the Year Nomination Form

Qualifications for teacher of the year are as follows:

1. Fundamental musicianship of the highest caliber.
2. Service to students.
3. Service to the community.
4. Service to the profession.
5. Consistency in the above categories for a number of years.

After the deadline, all entries will be forwarded to the person(s) administering the district web page where they will be made available for all members to see. Copies of each of the nominees will be made available at the Spring Meeting where the membership will be given a ballot and vote. Nominations must be submitted by the established deadline. Nominations from the floor will NOT be accepted. You may nominate any director from within or outside our district.

Please complete the following form and mail it to:

Matthew Shephard
2055 E. Stewart Road
Midland, MI 48640

Entries must be postmarked by Friday, March 7, 2014

Date of Nomination _____ Candidate Name _____

School _____ Home Address _____

City _____ Zip _____ Home Phone _____

School Phone _____ Candidate for: Band Orchestra
(Circle One)

Please complete the above form and mail it along with the following page for the **“Candidate Resume and Statement of Support.”** You must use only the area inside the box for the **“Candidate Resume and Statement of Support.”**

Candidate Resume and Statement of Support

Please include all qualifying information when writing this statement **IN THIS SPACE:**

Video Library

District Five has secured a number of video tapes that are available to the membership to use. The only expense will be the return postage. The video tapes will be sent in a mailer with a return address card. We suggest that the tapes be returned within a two week period. Simply contact Kathy Peretz, Midland HS, for the tapes you would like to use.
(peretzk@mps.k12.mi.us)

1. **Developing Woodwind Ensembles**-The University of Wisconsin-Madison Series-Featuring the WINGRA Woodwind Quintet. 1 Hour. Discusses the performance, rehearsal, awareness of other group members, breathing, body movement, pitch tendencies, articulation, blend and balance, style and interpretation.
2. **Developing Brass Ensembles**- The University of Wisconsin-Madison Series-Featuring the Wisconsin Brass Quintet. 1 Hour. Discusses the performance, concepts, ensemble leadership, articulation, balance, dynamics, style, attacks and releases, inner voices, intonation, character, interpretation and stage presence.
3. **Hill on Horn**- The University of Wisconsin-Madison Series-Featuring Douglas Hill. 1 Hour and 45 Minutes. Covers posture, breathing, embouchure, aperture, mouthpiece placement, dynamic ranges, practice tips, and several performances.
4. **Rabin on Strings (Vol. 1 & 2)**- The University of Wisconsin-Madison Series-Featuring Marvin Rabin. Vol. 1= 2 Hours. Vol. 2=1 Hour and 45 Minutes. Vol. 1 covers group teaching, starting students, literature. Specifics on the violin and the viola. Vol. 2 covers the end of the section on viola, the cello, and the bass.
5. **Sinta on Sax**- The University of Wisconsin-Madison Series-Featuring Donald Sinta. 2 Hours. Covers the beginning student, the concept, the strap, breathing, embouchure, attacks, intonation, vibrato, dynamics, tonguing, articulation, and range.
6. **Phillips on Tuba**- The University of Wisconsin-Madison Series-Featuring Harvey Phillips. 1 Hour and 30 Minutes. Covers the relationship of the tuba to the musical family, tone, range, embouchure, posture, personality, potential, the prospective tuba student, when should a student start and on what instrument, what can a teacher do to work for good sounds, the mouthpiece and several performances.
7. **Sewrey on Concert Percussion**- The University of Wisconsin-Madison Series-Featuring James Sewrey. 2 Hours. Covers the snare drum, mallet-keyboard instruments, timpani. Developing the independent single stroke, reading basic notation, rolls, alternating strokes and dampening techniques.
8. **Play the Clarinet**- Featuring Jack Brymer. No time listed. Takes the student step by step through the basic techniques required for good playing.
9. **Your Unlimited Potential**- Dr. Tim Lautzenheiser. 52 Minutes. Dr. Tim's presentation at the Bands of America Workshop.
10. **How the Brain Affects Teaching**- Featuring Bryant Poole. 36 Minutes. **A Pattern for Success**- Featuring Mike Davis. 1 Hour.
11. **Creativity for Directors**-Featuring Dr. Francis McBeth. 38 Minutes. **Personal Keys to Building a Champion Total Program**- Featuring Gary Green. 1 Hour.
12. **Think Big for Small Bands**- Featuring Steve Brockway. 1 Hour. **Let's Band Together**- 47 Minutes.

13. **Computer Basics for Band Directors-** A Bands of America Workshop featuring Den Snoeck and Charles Menghini. 48 Minutes.
14. **Dynamic Leadership for Bands Parts 1, 2, and 3-** Featuring Steve Broakway and the Spirit of Alberta Band. Each part is 1 Hour.
15. **Building Leadership Pt. 1-** Features George Parks of the Drum Major Academy. 37 Minutes. **Pt. 2-** Features Major Truman Crawford, Tim Lautzenheiser and Charles Menghini. 37 Minutes.
16. **Dr. Tim's Truths....About Band Directing-** Featuring Dr. Tim Lautzenheiser. 1 Hour, 17 Minutes.

Michigan School Band and Orchestra Association District 5

Operational Policies

1. **All MSBOA State policies, appearing in the Yearbook, will be considered District policies except where otherwise noted.**

2. **Festival Entry Deadlines:**

All District Festival applications must be postmarked or delivered to the District Officer by the deadline listed in the district handbook. A school that fails to meet the specified deadline date, for any reason whatsoever, may enroll in the festival for an extended limited time of one week by paying a \$25.00 per event late entry fee (for solo and ensemble festival, with a maximum of \$100.00 per school) or a \$100.00 per event late fee (for band and orchestra festival). The director must telephone the district festival chairman and inform him/her of the forthcoming application prior to the end of the extended limited week. The application must be postmarked or delivered to the appropriate address no later than the Friday following the original deadline.

In the case of an unscheduled school closing during the week immediately preceding the deadline, the deadline for assessing the late entry fee will be adjusted an equal number of days. The “extended” second week final deadline will not be adjusted. An administrator’s verification of the dates that the school was closed must accompany the application.

A festival application is acceptable when all on-line entry forms have been completed, an administrator has signed where appropriate, and the check is received.

Barring the late entry provision of one week, a school will not be allowed to enter a festival.

3. **Use of Student Teachers:**

District V recognizes the important role its members play in mentoring university student teachers. Participation in district activities while under the guidance of the supervising teacher is valuable experience. However, district festival work assignments are for the district member to fulfill. A student teacher will NOT be considered a suitable substitute for a district member. They can, and should, attend, observe, and may participate under their mentor’s direct supervision in tasks such as running a room and announcing ensembles.

4. Work Assignments:

Each district member, after entering students in a festival or district event such as All-Star Weekend, will be given a work assignment designed to promote the smooth operation of the festival. It is the member's responsibility to complete this assignment as outlined in the MSBOA Yearbook. (See MSBOA Festival Worker Policy.)

This includes attendance at the worker meeting held at the festival site. Failure to fulfill this work assignment will result in disciplinary action against the member.

5. District 5 Junior High All-Star Weekend

The Junior High All-Star Weekend selection committee will consist of the chair, the district Past President, and two members at large, appointed by the district President.

6. Adherence to Festival Rules

Each director is expected to follow the rules outlined in the State Yearbook. Each festival participant and its director is expected to conform to rules of good conduct, i.e., observance and care of property, proper behavior patterns and adherence to ALL rules. If a serious infraction has occurred, appropriate action will be taken up to and including disqualification from participation in festivals.

Application to Host a MSBOA District V Festival

Application should be made to the President as soon as possible since sites will be made at the Spring General Membership Meeting.

This is an application to host: (one application per festival)

- | | |
|--|---|
| _____ High School Marching Band Festival | _____ Band and Orchestra Festival (1 st Weekend) |
| _____ Junior High Solo and Ensemble (Winter) | _____ Band and Orchestra Festival (2 nd Weekend) |
| _____ Junior High All-Star | _____ Junior High Solo and Ensemble (Spring) |
| _____ Senior High Solo and Ensemble | |

Director's Name _____
Home Address _____
City _____ State **Michigan** Zip _____
Home Phone _____ Best Time _____

School Address _____
City _____ State **Michigan** Zip _____
School Phone _____ Best Time _____

Solo and Ensemble: Include a map of your school floor plan and a map to the school.

Each performance section needs a sound barrier so that sounds do not interfere with other nearby performing rooms. Each performance room needs to have a warm-up room. These do not have to have sound barriers – except from performance rooms.

NUMBER OF SECTIONS YOU COULD HOST? _____ NUMBER OF PIANOS YOU COULD PROVIDE? _____

Band and Orchestra: Include a map of your school floor plan and a map to the school. Please describe your facilities.

WARM UP ROOM _____
PERFORMANCE ROOM _____
SIGHT READING ROOM _____

Marching Band: Include a map to your school and a field area map showing access routes. Describe your facilities, include warm up areas and press box.

We hereby agree to host the requested festival if approved by the MSBOA District V Executive Board and membership. The date(s) have been reserved on our district facilities use calendar and there are no conflicts in our school on the date(s) requested. We also agree to notify all schools and directors assigned to our site of their schedule at least two weeks prior to the festival date and return necessary information to the MSBOA District V officer(s) within one week after the festival. In return, District V will provide one paid entry to the current years Band and Orchestra Festival for each festival hosted (two entries for hosting a full Solo and Ensemble site of 12 sections or more or the Junior High All Star Weekend). **MSBOA District V shall not be held financially liable for any building operational, rental and/or maintenance expense fees.**

Director's Signature Date

Principal's Signature Date