



**MASSACHUSETTS
MUSIC EDUCATORS ASSOCIATION
ALL STATE FESTIVAL HANDBOOK**
(Updated 6/2020)

MISSION STATEMENT

MMEA seeks to support comprehensive, quality music education for all students, through advocacy, professional development, and a commitment to lifelong learning.

MASSACHUSETTS MUSIC EDUCATORS ASSOCIATION ALL STATE FESTIVAL HANDBOOK

This document has been designed to help all music educators, private teachers and parents understand fully the regulations regarding auditions for MMEA ALL STATE FESTIVAL. It is a basic guide to the principles on and procedures on which the auditions are held. Each school year will bring additional information, which is subject to change from year to year, such as audition and registration fees, deadlines, and audition material. Any changes will be published online at www.massmea.org. All concerned are advised to peruse this booklet as well as be aware of exact procedures.

For specific questions or clarifications please contact the audition coordinator.

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REVISIONS FOR 2021

Unless otherwise notes, changes are indicated with *italics*

1. Additional language added to audition requirements stating that metronomes will not be allowed during auditions.
2. Updated seating policy for French horn.

I. AUDITION PROCESS (TEACHERS)

A. General Rules

1. Students should register for a voice part in their appropriate vocal range.
2. Accepted musicians are expected to participate in the Festival. Students who decline acceptance will not be allowed to participate the following year.
3. Audition registration fees are to be paid on the basis of the number of students registered on the forms. No reduction or refund is allowed for a student's nonparticipation.
4. Student participants must be transported by an adult chaperone. Students are not allowed to drive themselves or others to or from any audition.
5. Students auditioning for All State are to be an active participant in their school's music department and a member respected by the department faculty.
6. Students auditioning must be a part of a school ensemble if one exists.
7. Chaperones are expected to be present for the entire duration of the audition.
8. No smoking, drugs, alcohol, or disrespectful behavior is allowed. Infraction of this rule will result in dismissal from the audition or festival.
9. Check all dates for conflicts:
 - a. Registration deadlines
 - b. Audition date
 - c. Snow date
 - d. Rehearsal dates
 - e. Concert date
10. If the adjudicator knows the student auditioning, another educator or manager from the board will sit in the audition room and verify the score.
11. After auditions conclude, seating ties for Concert Band and Orchestra instrumentalists will be broken using the following criteria:
 - a. Solo Evaluation Score
 - b. Intonation (Technique for percussionists)
 - c. Tone
 - d. Musicianship
 - e. Sight Reading Score
 - f. Scales (for wind and string players only)

B. Registration Process

1. All eligible students must be registered online in order to audition for All State. No unregistered or on-site registrations will be considered.

<http://massmea.org/festival-reg/>
2. The school director of the ensemble in which they perform must register all eligible students. The director, who must be an active NAFME member, should use the login credentials issued by the technology coordinator to access the online registration form. An individual parent may not register a student for auditions or festivals unless the parent is the Principal of a Home School student, and has an active NAFME membership.

3. The following must be brought to the registration table on the day of auditions:
 - a. The signed Medical Permission Form for each student who is auditioning. **Students who do not have their signed Medical Permission Form will not be allowed to audition.**
 - b. The signed Principal Form for the school. **Schools who do not bring their signed Principal Form will not be allowed to audition.**
 - c. Payment for the amount indicated on the Principal Form.
4. Each school may ask for two special time requests. All requests must be made from their school director in advance to the auditions coordinator. Requests from parents, students or private teachers will be declined.

C. Audition Day

1. There are no refunds for "no-shows".
2. Illegally copied music is not allowed in the audition rooms (exceptions may be made through the auditions coordinator for music that is out of print or on backorder).
3. Schools must arrive at least 30 minutes prior to their audition time.
4. Only an adult chaperone/school director checks in the group and verifies the accuracy of the registration information.
5. Students auditioning will be handed their audition forms from their director.
6. Students auditioning will be allowed an area to warm-up and prepare for their audition.
7. Host site students will bring students auditioning to their audition area.
8. Chaperones/Directors are NOT ALLOWED in the audition areas.
9. Official acceptance results will be posted online within 72 hours AFTER auditions have concluded.
10. All audition forms will be mailed within one week of the auditions. Cut off scores will be posted on the website. It is the responsibility of the Music Staff to double-check all audition information for accuracy and report concerns or errors immediately to the Audition Coordinator.
11. Music and part/seating assignments will be mailed with music to each school prior to rehearsals.
12. All inquiries regarding auditions and audition results should be made through the school music teacher. Committee members will not respond to individual student, parent or private teacher inquiries.

II. AUDITION REQUIREMENTS (STUDENTS)

1. Required solo (A list of the audition selections and editions is published each year by July 1 on the MMEA website. ANY changes or cuts in the audition music will be posted on the web page.)
2. Sight-reading
3. Scales – all 12 Major and minor (as indicated below) as well as chromatic. All scales are published online.
 - a. Strings and Harp do not perform chromatic scales
 - b. Strings perform the **MELODIC** minor
 - c. Winds and Harp perform the **HARMONIC** minor
 - d. Jazz students will be required to learn the assigned modal scales found on the website
 - e. Percussionists will **NOT** be asked to perform scales
4. All scales are performed from memory.
5. Metronomes will not be allowed during auditions.
6. Vocalists and Jazz students are required to perform with the appropriate MP3 recording.

A. Vocal

1. Vocalists will sing the required piece to a pre-recorded track minus their voice part.
2. Students will be provided an example to sight-read.
3. Major scale – up and down from memory
 - a. Soprano - E Major
 - b. Alto - A Major
 - c. Tenor - E Major
 - d. Bass - G Major
4. Metronomes will not be allowed during auditions.
5. Part Testing - Every year there is part testing during the first rehearsal day. This procedure was instituted to give students an opportunity to represent themselves, their school, and Massachusetts with pride. We want the ensemble to be outstanding, and this begins with making sure each singer learns their part and comes to the festival prepared. This is the part testing procedure that was developed by the MMEA board:
 - a. Up to 40 singers (10 from each voice part) will be selected at random. Those students will be assigned to octets, and each octet will be asked to sing excerpts from every song on the All State Chorus program before a panel of music teachers.
 - b. Each singer will be rated well-prepared, prepared, or not prepared. This will include text as well as music.
 - c. If a singer receives a not prepared rating, any other chorus members from that school will also be adjudicated.
 - d. If other singers from that school are not prepared, the school's choral director will receive a letter stating that the level of preparation from that school was inadequate. Next year, all students sent by that school will be part tested. If found unprepared again, the school will forfeit the opportunity to have students audition for the All State Chorus for the following year.

B. Jazz

1. All jazz ensemble applicants, including drummers, must bring their own equipment and prepare the required solo for their respective instruments. The host school will provide a digital piano (with weighted keys) and a set of vibes.
2. All jazz trumpet, sax, and trombone will play the melody as written and improvise one chorus with the MP3 recording.
3. The bass trombone seat will go to the highest scoring bass trombonist auditioning. In the event, however, there is no bass trombonist auditioning or the quality of those who audition do not meet the level of All State standards as determined by the adjudicator, the student who scores the highest score below the 3rd chair player and also plays a trombone with an F-attachment will be selected to fill the bass trombone chair.
4. See below for which scale files to download - chromatic scale, one Major scale, one HARMONIC minor scale and one modal scale found on the website from memory.
 - a. all saxes, trumpets, and trombones same as concert winds
 - b. vibes use Jazz Vibe
 - c. piano use Jazz Piano/Harp
 - d. guitar use Jazz Guitar
 - e. bass use Jazz Bass, all notes pizzicato
 - f. Students will be asked to play either C-dorian, C-lydian, OR C-mixolydian

5. All drummers will be asked to play 3 sixteen-bar phrases as follows:
 - a. 16 bars of time at the appropriate tempo, in the appropriate style,
 - b. 32 bars of "trading 4's", divided as 4 bars of time, 4 bars of solo. They will do this in all four of the following styles at the given tempo:
 - i. Shuffle at quarter = 152
 - ii. Bossa Nova at quarter = 136
 - iii. Contemporary straight 8ths (fusion/funk, etc) at quarter = 100
 - iv. Jazz Waltz at quarter = 144
6. Metronomes will not be allowed during auditions.
7. Brass players will be tested for range by the use of a short "lead playing excerpt". This will be used for part assignment only and not be scored.
8. Sight-reading will be a part of all auditions.
9. After a student's acceptance, seating may not be determined by the audition score.

C. Percussion

1. The host site will provide timpani, mallet percussion, crash cymbals, tambourine, triangle, and bass drum. Please see website for instrument specifics.
2. All snare solo applicants must bring their own snare drum.
3. All percussion applicants must supply their own mallets/sticks.
4. Each student will audition on their PRIMARY SOLO instrument from their DISTRICT audition.
5. Students will be asked to sight read on their SOLO instrument.
6. Metronomes will not be allowed during auditions.
7. Students must prepare all four (4) auxiliary instruments for adjudication as written on the page. It is to be performed as one complete exercise demonstrating transitions between instruments.
8. Students will NOT be asked to perform ANY secondary repertoire as in past years.
9. Students will NOT be asked to perform scales.

Board approved changes:

Students will audition on their primary solo instrument from their district audition. The audition will include primary solo, sight-reading, and auxiliary. The percussion section will be filled according to percussion needs based on their primary instrument score, with the possibility that any accepted student may be asked to play auxiliary instruments at the discretion of the manager as based on the needs of the literature.

D. Strings

1. Strings are NOT required to play a chromatic scale.
2. Strings will play a Major scale and one MELODIC minor scale from memory.
3. Metronomes will not be allowed during auditions.
4. Strings will be provided an example to sight-read.
5. At the conclusion of auditions, up to four students from each violin section will be identified to re-audition at the festival for seat assignment of Concertmaster and Principal. Students will be asked to play from their prepared CONCERT music.
6. Seating may be adjusted at the discretion of the conductor.

E. Harp

1. Harpists will play a Major scale and one HARMONIC minor scale from memory.
2. Metronomes will not be allowed during auditions.
3. Harpists will be required to perform all three arpeggios indicated on the website.
4. Harpists will be provided an example to sight-read.

F. Winds

1. Wind players will play a Major scale, one HARMONIC minor scale and chromatic scale from memory.
2. Metronomes will not be allowed during auditions.
3. Students will be provided an example to sight-read.
4. Students who indicate they can play a color instrument will be considered. Part is assigned to highest scoring student unless that student is sitting in a principal seat.

III. ADJUDICATION FORMS

1. Are available as PDF files on the website and updated regularly.

IV. ADJUDICATION PROCEDURES

1. All students must audition on the prescribed audition selection and edition as stated by MMEA.
2. Students should not write anything on the audition form.
3. Upon entering the audition room, please hand the audition form to the adjudicator.
4. Instrumental students will be allowed to audition either standing or seated, at the student's choice.
5. Adjudicators will not ask for cadenza passages.
6. Students should not divulge whom their teacher or school is verbally or physically in wearing apparel.

V. ALL STATE REGULATIONS

1. Students in the top half (50%) of accepted wind, percussion, string, and vocal auditions from senior district audition scores will receive recommendations to audition for All State. Substitutes, students filling in parts, or students moving up in seating due to cancellations will be considered ineligible to audition. Should districts ADD ensembles to their senior festivals, for consistency, the percentage will remain based on band/chorus/orchestra/jazz numbers only.
2. It is the responsibility of the district chair to ensure that no more than 50% of each instrument receives an All State recommendation. In the event of an unbroken tie at the district level, the district may send no more than 2 students over the 50%.
3. All jazz winds from senior district will receive a recommendation to audition for All State, provided that they have auditioned for and participated fully in their senior district. Each district may only send one piano, vib, guitar, bass, and drum set player to audition regardless of how many students are accepted at the senior district festival.
4. Students must participate fully and completely in their respective senior district festivals to maintain All State eligibility.
5. Students may only complete one (1) audition for an All State Ensemble. The ensemble in which the student actually participates at senior district will determine their All State recommendation. Students qualifying for both jazz and concert on the same instrument must choose either jazz or concert for registration.
6. It is the responsibility of the student's sponsor to go online, read, and follow appropriate procedures for All State registration and audition requirements as stated in this handbook.
7. Student participants must be transported by an adult chaperone. Students are not allowed to drive themselves or others to or from any audition, rehearsal, or concert.
8. The school director of the ensemble in which they perform must register all eligible students. The director, who must be an active NAFME member, should use the login credentials issued by the technology coordinator to access the online registration form. An individual parent may

not register a student for auditions or festivals unless the parent is the Principal of a Home School student, and has an active NAFME membership.

9. No smoking, drugs, alcohol, or disrespectful behavior allowed. Infraction of this rule will result in dismissal from the audition or festival.
10. *After auditions conclude, seating ties for Concert Band and Orchestra instrumentalists will be broken using the following criteria*
 - a. *Solo Evaluation Score*
 - b. *Intonation (Technique for percussionists)*
 - c. *Tone*
 - d. *Musicianship*
 - e. *Sight Reading Score*
 - f. *Scales (for wind and string players only)*

VI. FESTIVAL REGULATIONS

1. Festival participation fees are to be paid on the basis of the number of students registered on the forms. No reduction or refund is allowed for a student's nonparticipation.
2. Applicants must attend all rehearsals to be eligible for the concert. Students whose school is playing during a concert hour, in which they are a member of, will be allowed to participate with their school. The ensemble manager and concert chair must be notified in advance.
3. Students who are accepted and register for the Festival – but who do not participate in the Festival – will not be allowed to participate the following year. Exceptions for medical reasons/death in the family will be considered by the Executive Board upon receipt of documentation from the appropriate sources (physician, etc) and the school director.
4. Directors must notify concert coordinator regarding any selected student who is unable to participate in a festival as soon as possible. Only the concert chair may authorize substitutions at their discretion.
5. Chaperones are expected to be present for the entire duration of the festival (overnight) AND dress rehearsals at Symphony Hall. Chaperones will be asked to fill out a Designated Chaperone Form for the festival and complete a duty to help ensure the safety of the students.
6. Students may not leave the designated hotels or Symphony Hall for any reason until after their concert performance. As a result of this violation, students will not be allowed to participate in the concert and may not audition for the festival the following year. In the event the student has been accepted into the Eastern Division festival, they will forfeit their participation. If the same school repeats the action, the entire school will forfeit their audition for the following school year.
7. Students will be expected to be respectful and cooperative with the conductors, festival chairpersons, managers, staff, and hotel personnel at all times.
8. Students will be required to wear their MMEA issued name badges at all times during the festival.
9. Students will be served breakfast, lunch, and dinner during the festival and at Symphony Hall prior to the performance. Students may not go out to eat or order other foods to be brought in.
10. Accommodations will be quad occupancy with two double beds per room (four students total per room). Students may not change rooms once a room has been assigned.
11. Students must adhere to all curfews. Students may return to their rooms only after the last activity scheduled for the evening. Students may not return to their rooms at any time during the day, unless accompanied by an adult chaperone.
12. Students will not be permitted to enter anyone else's hotel room under any circumstance, nor should students be in any non-designated areas of the hotel, which includes all hotel amenity

- areas without specific permission from the Concert or Assistant Concert Coordinator.
13. Students will be transported to Symphony Hall by commercial bus provided by MMEA. Students may not take alternate forms of transportation and must remain with their All State Ensemble.
 14. Students are required to participate in all scheduled daily rehearsals, performances, meals, and organized activities during the Festival. It is the personal responsibility of the student to be aware of the daily All State Festival and Concert schedules and to be on time.
 15. Students participating in the MMEA All State ensembles are not permitted to purchase, possess, consume, or be under the influence of alcohol, illegal drugs or illegal substances at any time. Violators will be subject to stringent disciplinary action and sent home at their family's expense.
 16. Smoking is not permitted at anytime or in any location during All State Festival and Concert.
 17. If a student is found responsible for theft, vandalism, or other illegal activities, the student and his/her parents will be expected to pay all damages. Violators will be subject to stringent disciplinary action and sent home at their family's expense.
 18. The student's school rules apply for the duration of the festival and their school's designated chaperone will be responsible for enforcing those rules.
 19. In the event that an All State student fails to adhere to policies and expectations, student will be removed from the festival and sent home at their family's expense.
 20. Internal Emergency Action Plan - In the case of an ill or injured student, the student's designated school chaperone will be contacted first and will make the determination as to whether the parents should be notified. In the event that the student's designated school chaperone is unavailable or inaccessible, MMEA officers and/or managers will make the determination regarding parent contact and may contact parents directly and/or seek appropriate emergency medical action through the hotel's emergency response system.



MMEA Festival Seating Procedure

**These numbers are a guide to maintain a high quality, balanced ensemble. The executive board and concert committee reserve the right to alter the number of accepted students based on qualified musicians auditioning, literature demands, etc.*

1-1 = Part 1, Seat 1, 1-2 = Part 1, Seat 2, etc.

Orchestral Strings

Violin - 4 highest scores will be seated: 1-1 | 1-1 | 2-1 | 2-1 (to be resealed at festival) or 1-1 | 1-2 | 2-1 | 2-2 (if we decide not to reseat violins at festival)

The remaining violin seats will be filled in order from highest to lowest accepted score using the following order:

1-3 | 1-4 | 2-3 | 2-4
1-5 | 1-6 | 2-5 | 2-6
1-7 | 1-8 | 2-7 | 2-8
1-9 | 1-10 | 2-9 | 2-10
1-11 | 1-12 | 2-11 | 2-12
1-13 | 1-14 | 2-13 | 2-14
1-15 | 1-16 | 2-15 | 2-16
1-17 | 1-18 | 2-17 | 2-18
1-19 | 1-20 | 2-19 | 2-20
1-21 | 1-22 | 2-21 | 2-22
1-23 | 1-24 | 2-23 | 2-24

Viola & Cello - Seated in numerical order from highest score to lowest accepted score
1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16

String Bass - Seated in numerical order from highest score to lowest accepted score
1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10

Harp & Piano - Determined by the adjudicator

Band/Orchestra Winds & Brass

**Seating for color instruments will be based on qualified musicians auditioning, literature demands, etc.*

Beginning with the highest score, seats will be filled as follows:

Flute - Seated in numerical order from highest score to lowest accepted score

1-1 Orchestra | 1-1 Band

2-1 Orchestra | 2-1 Band

3-1 Orchestra | 1-2 Band

**The remaining seats will be filled alternating between parts in order to fill the section*

Oboe - Seated in numerical order from highest score to lowest accepted score

1-1 Orchestra | 1-1 Band

2-1 Orchestra | 2-1 Band

3-1 Orchestra | 1-2 Band

**The remaining seats will be filled alternating between parts in order to fill the section*

Clarinet - Seated in numerical order from highest score to lowest accepted score

1-1 Orchestra | 1-1 Band

2-1 Orchestra | 2-1 Band

3-1 Band

**The remaining seats will be filled alternating between parts in order to fill the section*

Bass Clarinet - Seated in numerical order from highest score to lowest accepted score

1-1 Band | 1-1 Orchestra

1-2 Band

1-3 Band

1-4 Band

Bassoon - Seated in numerical order from highest score to lowest accepted score

1-1 Orchestra | 1-1 Band

2-1 Orchestra | 2-1 Band

**The remaining seats will be filled alternating between parts in order to fill the section*

Concert Band Saxophones - Seated in numerical order from highest score to lowest accepted score

Trumpet - Seated in numerical order from highest score to lowest accepted score

1-1 Orchestra | 1-1 Band

2-1 Orchestra | 2-1 Band

3-1 Orchestra | 1-2 Band

4-1 Orchestra | 2-2 Band

**The remaining seats will be filled alternating between parts in order to fill the section*

French Horn - Seated in numerical order from highest score to lowest accepted score

1-1 Orchestra | 1-1 Band

3-1 Orchestra | 3-1 Band

2-1 Orchestra | 2-1 Band

4-1 Orchestra | 4-1 Band

5-1 Orchestra Assistant

**The remaining seats will be filled alternating between parts in order to fill the section*

Trombone - Seated in numerical order from highest score to lowest accepted score

1-1 Orchestra | 1-1 Band

2-1 Orchestra | 2-1 Band

**The remaining seats will be filled alternating between parts in order to fill the section*

Bass Trombone - Seated in numerical order from highest score to lowest accepted score

1-1 Orchestra | 1-1 Band

Tuba - Seated in numerical order from highest score to lowest accepted score

1-1 Orchestra | 1-1 Band

**The remaining seats to fill the section*

String Bass - Second highest Jazz String Bass score will be contacted after auditions conclude.

Concert Percussion

Timpani - Seated in numerical order

1-1 Band | 1-1 Orchestra

Snare Drum & Mallets - Numbers per part and ensemble are determined by the literature chosen.

Jazz Band

Jazz Saxophones - Seated in numerical order from highest to lowest accepted score

Jazz Trumpet - Part assignments will be determined by adjudicator

Jazz Trombone - Seated in numerical order from highest to lowest accepted score

Jazz Bass Trombone - Determined by the adjudicator

Jazz Rhythm (Piano, Vibes, Drums, Guitar) - Highest score accepted

Jazz String Bass - Highest score accepted. Second highest score will be contacted if Concert Band needs a bass player