

High School All-State Guitar Packet

Contents and Information

- Page 1** **Informational Letter**
-How to become an NAFME (Formerly MENC) / NMEA member (www.NAFME.org)
-NMEA Website (nmeamusic.org), how to register
-Practice recordings of music – go to the following link:
 http://www.nmeamusic.org/Guitar_Ensemble.html
-John Boland, Chairperson (jpboland@interact.ccsd.net)
- Page 2** **Timeline ~ Hotel Information ~ Transportation Information**
-All due dates, postmark deadlines, etc.
-Hotel information is for **traveling directors, students and chaperones only**
-Director makes all hotel arrangements for themselves, participating students and Event Chaperones, and sends in rooming lists to hotel of choice by **March 20, 2012**
**Go to nmeamusic.org for further hotel information
- Page 3** **High School All-State Guitar Application Form for Students**
-To be xeroxed front/back with Page 4 Conduct Agreement Form
-Checks made payable to NMEA
-\$25 participation fee per student
-Mailed to Diane Koutsulis, NMEA State Manager – **postmark February 3**
- Page 4** **Code of Conduct – Attendance Policy Form for Students**
-To be xeroxed front/back with Page 3 Application Form for all students
-Mailed to John Boland, Chairperson – **postmark February 3**
- Page 5** **Event Chaperone Form**
-Mailed to John Boland, Chairperson – **postmark February 3**
-One Event Chaperone Form per group/school is all that is needed
- Page 6** **Media Release Form**
-Mailed to John Boland, Chairperson – **postmark February 3**
-One Media Release Form per participant please
- Page 7** **Tentative High School All-State Guitar Schedule**
-Rehearsal Location: Black Box Theater (BBT)
-Black Box Theater is located in Alta Ham Fine Arts Building (UNLV Campus)
- Page 8** **2012 NMEA All-State Conference Teacher Registration Form**
-Registration Form and Fees to be mailed to NMEA State Manager, Diane Koutsulis – **postmark March 23, 2012**
-All teachers must register and pay fees in order to have your students participate in the NMEA HS All-State Guitar.
- Page 9** **Invoice for NMEA Application Fees for Participating Students**
-Fill in name of school, # of participants and total amount due
-This invoice is to go to your school banker
-Checks made payable to NMEA
-Mailed to Diane Koutsulis, NMEA State Manager – **postmark February 3**

The Nevada Music Educators Association (NMEA) Professional Development Conference and All-State Festival are scheduled for April 19 - 21, 2012, in Las Vegas, Nevada, on the campus of UNLV. NMEA has planned to incorporate a High School All-State Guitar into the conference, including guitar students from both northern and southern Nevada high schools, thus extending the NMEA membership invitation to more Nevada music educators. In this packet you will find the necessary forms and information needed to include your students in this year's High School All-State Guitar. We look forward to hearing from you and working with your students!

In order to have your students participate, you must first become a current and up-to-date member or already be a member of NAFME / NMEA. Once you have become a member of NAFME / NMEA, simply keep your membership up to date by paying your membership dues every year. You can become a member and be eligible to have your students participate in the High School All-State Guitar by doing the following:

- 1) Join **NAfME** (National Association for Music Education) by going to their website: www.NAfME.org
- 2) Once you have taken care of your NAFME membership form and membership \$\$dues, you must then **register with NMEA**. Go to their website: nmeamusic.org Follow the instructions and enjoy the website!

There is no audition process for this ensemble. **NMEA is requesting directors to nominate / select no more than three guitar students that represent the BEST from your guitar program.** By BEST we are asking for the most well-behaved, trustworthy, outstanding and talented citizens of the school and of your guitar program. If you do not have three students to nominate, please nominate as many as you can up to three students. They do not have to have been a member of a previous High School Honor Guitar. ***If any participating students are not traveling as a group from their school, their parents must be named as their Event Chaperone and are responsible for all arrangements, transportation and supervision at all breaks, meals, rehearsals and events.* Here is the nomination process:

- 1) Find the enclosed Application Form, which includes the NMEA Code of Conduct / Attendance Policy on the back side, and the Media Release Form. Make three copies of each of these forms and distribute to your students. Media Release Forms must be signed and dated and are required for all participating students.
- 2) Collect all three of each of those forms from your students, along with their **\$25 participant fees** (\$75 total, **checks made payable to NMEA** – one check per school please).
- 3) Whether the director is attending or not, an **Event Chaperone** must be selected – we suggest that this Event Chaperone be a guitar parent who is willing and able to attend all events with your students so that you, their director, are available to attend the interest sessions at the NMEA All-State conference if present.
***There are no fees for non-director Event Chaperones, but they must still register and receive a name badge.*
- 4) Application Forms - Code of Conduct / Attendance Policy Forms, Event Chaperone Forms, Media Release Forms, your \$75 check and copy of invoice should be **postmarked by Friday, February 3, 2012**, and mailed to:
****Diane Koutsulis~ Green Valley High School ~ 460 Arroyo Grande Blvd. ~ Henderson, Nevada 89014**
- 5) Hotel arrangements for traveling directors, students and event chaperones: Directors must make their own hotel reservations and arrangements for themselves, participating students and Event Chaperones by Wednesday, March 28, 2012.
Rooming lists must be sent to the hotel of your choice by **Wednesday, March 28, 2012** and all reservations for directors, participating students and Event Chaperones **must be paid by school check upon your arrival at hotel for check-in.
**** (Mention NM Music Educators Association) The **TWO** recommended hotels for the All-State Conference housing are the:*
 - **Ramada Las Vegas ~ 325 E. Flamingo Rd ~ Las Vegas, NV 89169 ~ (702) 732-9100 OR**
 - **Southpoint Hotel/Casino/Spa ~ 9777 Las Vegas Blvd. ~ Las Vegas, NV 89183 ~ 1(866) 791-7626******* **Further hotel information and rates can be found on the NMEAMusic.org website and on page #2***
- 6) Once we have received those forms and fees for your three participating students, you will receive a welcome letter, music to be performed and any rehearsal notes in preparation for the performance, as well as the dress code policy for all rehearsals and performance. **Students may practice their music online at the following web link:**
http://www.nmeamusic.org/Guitar_Ensemble.html
- 7) Music must be learned and memorized upon their arrival at their first rehearsal on Thursday, April 19, 2012.

Any students who require overnight accommodations have directors that cannot come to the NMEA Professional Development Conference and All-State Festival can still participate as long as their parent acts as their Event chaperone and are in charge of that student at all times. The director must still complete their portion of the student Application Form. Parents are then responsible for all transportation to and from the All-State Conference. Parents and their students can stay wherever they make arrangements to do so, or they can stay at one of the **TWO recommended hotels: Ramada Las Vegas or the Southpoint Hotel/Casino/Spa (Hotel information is shown above and in detail on page #2).

Our conductor for this year's High School All-State Guitar will be **Ricardo Cobo**. Ricardo Cobo is the Director of Guitar Studies at University of Nevada Las Vegas, and is a world-renowned performer and teacher. He is energetic and full of musical talent – your students are sure to benefit from their time with him.

To ensure all applications, forms and fees are received on time, please refer to the attached High School All-State Guitar timeline. These dates will be strictly adhered to. I am very excited about this event. Feel free to contact me at any time with any questions you may have. I look forward to seeing you in April!

Musically Yours,
John Boland, High School All-State Guitar Chairperson
Ed W. Clark High School Guitar
4291 W Pennwood Ave. ~ Las Vegas, Nevada 89102
(702) 799-5800

jpboland@interact.ccsd.net

NMEA High School All-State Guitar Timeline

January 13, 2012: **Informational packets mailed out to directors** – also uploaded on the website at nmeamusic.org

*Packets include:

- 1) Greeting letter with application information
- 2) Timeline of due dates
- 3) Application Form
- 4) Code of Conduct / Attendance Policy Form
- 5) Event Chaperone Form
- 6) Publicity Permit Form
- 7) Student Hotel Information Form – available on NMEA website
- 8) Director / Chaperone Hotel Information Form – available on NMEA website
- 9) Tentative Schedule for All-State rehearsals / concerts
- 10) 2012 Teacher Registration Form
- 11) Invoice to fill out and give to banker with check request for participant fees

February 3, 2012: **Postmark deadline date for directors to return application forms and fees for participating students**

*Three guitar students

*Directors must be current and up to date members of NAFME / NMEA

*Please include all paperwork and fees at this time:

- 1) Application Forms
- 2) Code of Conduct / Attendance Policy Forms
- 3) Event Chaperone Form
- 4) Publicity Permit Forms
- 5) \$25 participant fee per student and invoice (checks payable to NMEA – one check per school please - \$75 total)

**Students will not receive their music until all forms and fees are completed and received by John Boland

February 25, 2012: **Music mailed to directors to give to their students**

Students may practice online at the following link:

http://www.nmeamusic.org/Guitar_Ensemble.html

*Packets include:

- 1) Welcome letter
- 2) Music to be performed
- 3) Students can practice on line by going to the link shown above
- 4) Dress code information / rehearsal - performance attire
- 5) Map of UNLV Campus – music complex and rehearsals

**Students must come to first rehearsal on Thursday, April 19, 2012, with all music learned and memorized upon arrival of their conductor

March 23, 2012: **Postmark deadline date for directors to return their 2012 Teacher Registration Forms and Fees to Diane Koutsulis - NMEA State Manager (the address is located on the form)**

March 28, 2012: **Hotel reservation deadline date for directors to make arrangements for themselves, participating students & event chaperones. **Rooming Lists must be sent to the hotel by this date as well.**

**ALL directors register and pay fees in order to have your students participate in the HS All-State Guitar.

All room reservations must be paid for by with a school check or credit card upon your arrival at the hotel for check-in

Hotel Information

There is a huge convention in town the same week as All-State so be sure to book your rooms ASAP. The TWO hotels that have made an offer for NMEA for traveling All-State directors, participants and event chaperones are:

- **Ramada Las Vegas ~ 325 E. Flamingo Rd ~ Las Vegas, NV 89169 ~ (702) 732-9100 (4/18-4/21: \$66.08 per night)**
***Ramada Rooms** can be paid upon your arrival at the hotel for check-in – School Check may be used if needed*
Ask for Renata Gouldlock and be sure to mention the NV Music Educators Association for group rates
- **Southpoint Hotel/Casino/Spa ~ 9777 Las Vegas Blvd. ~ Las Vegas, NV 89183 ~ 1(866) 791-7626**
(4/18 & 4/19 \$89.60 Quad, \$67.20 Single per night AND 4/19 & 4/20: \$134.20 Quad, \$120 Single per night)
***Southpoint Rooms** must be paid **3 weeks prior to your arrival** – School Check may be used if needed*
Ask for Monique Michaels-Kuhl and be sure to mention the NV Music Educators Association for group rates

Reservations must be made & Rooming Lists must be sent to hotel of choice by Wednesday, March 28, 2012.

DIRECTORS ARE TO CONTACT THE HOTEL OF CHOICE TO BOOK THEIR ROOMS FOR THEMSELVES, PARTICIPATING STUDENTS AND EVENT CHAPERONES!

Transportation

Directors are to make all transportation arrangements for the All-State Conference. If traveling by charter bus, directors may want to make arrangements to travel with high school feeders or other middle schools.

**Nevada Music Educators Association Professional Development Conference and All-State Festival
High School All-State Guitar Ensemble**

APPLICATION FORM

**POSTMARK DEADLINE: February 3, 2012, for the High School All-State Guitar.
ONE CHECK PER SCHOOL, PLEASE - NO CASH ACCEPTED.**

Please make checks payable to NMEA.

Return all forms to:

John Boland, Chairperson

Ed W. Clark High School

4291 W Pennwood Ave. ~ Las Vegas, NV 89102

PART ONE: To be completed by the applicant (must include \$25 participant fee).

PLEASE PRINT OR TYPE

Name: _____ School: _____

Address: _____ City/Zip: _____

Grade: _____ Home Phone: () _____ Fax #: () _____ E-mail: _____

Height: _____ Part you sing (X one): _____ Soprano _____ Alto _____ Tenor _____ Bass

If selected for a NEVADA ALL-STATE organization, I will accept the assignment, learn the required literature, follow all rules and regulations in the All-State Code of Conduct and Attendance Policy, and punctually attend all rehearsals. I fully understand the Code of Conduct and Attendance Policy for the High School All-State Guitar.

Student Signature/Date

Parent/Guardian Signature/Date

PART TWO: To be completed by the director

DIRECTOR: Please indicate which ensemble this student is currently enrolled in at your school: _____

I recommend this student for consideration as a member of the NMEA HIGH SCHOOL ALL-STATE GUITAR. This student is a member in good standing of our school concert organization (s). I understand that in order to participate in an All-State performing ensemble, the student must be in good standing and remain enrolled in the corresponding performing group at his / her school.

*****DIRECTOR'S RECOMMENDATION - CIRCLE APPROPRIATE RESPONSE*****

	POOR		EXCELLENT				POOR		EXCELLENT		
	1	2	3	4	5		1	2	3	4	5
TECHNIQUE						TONE					
INTONATION						ARTICULATION					
CONFIDENCE						LEADERSHIP					
ENTHUSIASM						COMMITMENT					
RESPONSIBILITY						SELF-DISCIPLINE					
CONDUCT						CONCERT BEHAVIOR					

Directors Signature/Date

_____/____/_____
NAfME ID # and Expiration Date

School FAX # () _____

School Phone # () _____

PLEASE CONTINUE ON THE OPPOSITE SIDE OF THIS PAGE

Nevada Music Educators Association Professional Development Conference and All-State Festival High School All-State Guitar Rehearsal Code of Conduct and Attendance Policy

(This form is required for anyone who is participating in an All-State Ensemble.)

While the Nevada Music Educators Association has established various All-State activities to provide excellent performance opportunities for high achieving music students in the state, it is also to be viewed as a privilege for these students to represent their peers at this level. The executive board of NMEA in consultation with the NMEA General Assembly has established this "All-State Code of Conduct" to govern individual student's conduct as representatives of their high schools and their districts across the state. This code will involve any All-State activity from auditions to rehearsals to performance to motel and restaurant conduct. As a participant, the student agrees to meet the terms of the following code.

CODE OF CONDUCT

- 1) The student agrees to meet the terms of the attendance policies as outlined in the attendance policy statement, which is to be signed and returned to the school's music director and forwarded to the appropriate All-State chair. The attendance policy contains very strict demands at all rehearsals and does not allow any tardiness.
- 2) The student will rehearse and adequately prepare the music of the All-State ensemble and come to the All-State site with all music and a pencil for use during the rehearsals.
- 3) A curfew time of 11:00 pm has been established by the NMEA Board. Board members, NMEA members, and individual school personnel will enforce the 11:00 pm curfew time. Violation of curfew by a student will result in removal from the conference and the student will be sent home at the student/school's expense.
- 4) Students will maintain proper decorum while in the hotel/motel, riding the bus or at eating establishments. This will include being respectful of other patrons at all times. Student noise levels in the hotel/motel lobbies, hallways, staircases, elevators and rooms will be kept to a minimum both day and night.
- 5) Students are not to have visitors in their own hotel/motel unless under authorized adult supervision. Under no circumstances will there be girls in boys rooms or boys in girls rooms.
- 6) Unlawful use or possession of alcohol, any type of tobacco, or illegal drugs, or any counterfeit substances will not be tolerated. Violation of law in any of these areas, but not limited to these areas, by a student will result in removal from the conference and proper legal authorities will be contacted.
- 7) Sexual harassment or sexual activity will not be tolerated. Violation of this rule by a student or students will result in removal from the conference.
- 8) Student agrees to follow all of his or her own school and school district rules, regulations and policies. At the time of All-State, the student will remain in good standing with their school/school ensemble, as verified by the school's director.
- 9) Students removed from the conference will be sent home at their parent's expense. The executive board may recommend that the student be withheld from participation in All-State activities for up to one year.

ABSENCE POLICY: An absence from any portion of any All-State rehearsal at the conference shall result in the student being removed from the ensemble. Any student not in his or her assigned seat prepared for rehearsal precisely at the scheduled start of that rehearsal shall be considered absent.

GUITAR STUDENTS: There are no rehearsals scheduled in preparation for the High School All-State Guitar. Practice recordings of the repertoire that you will be performing have been provided for you and your director at the following link:

http://www.nmeamusic.org/Guitar_Ensemble.html

You are to rehearse on your own or with your director – please feel free to download the recordings and rehearse at your own discretion. You are to have your music learned and memorized upon arrival at the first rehearsal on Thursday, April 19, 2012.

APPEAL PROCESS: A student, director or parent may appeal decisions regarding the enforcement of these policies to the Nevada Music Educators Association Executive Board. Please contact Daniel Barthel, President - NMEA Board, dbarthel@washoeschools.net

As parent, student and director, we acknowledge awareness and acceptance of these rules and our willingness to comply with them. As parent, I (we) acknowledge responsibility to provide transportation home at my (our) expense, should my (our) son/daughter be removed for infraction of the rules.

****This agreement must be signed by parent, student and director and submitted to the appropriate All-State chair in order for the student to participate in the High School All-State Guitar.**

I understand and will abide by this Code of Conduct and Attendance Policy.

_____/____/____
Parent Signature Date

_____/____/____
Student Signature Date

_____/____/____
Director Signature Date

HIGH SCHOOL ALL-STATE GUITAR EVENT CHAPERONE FORM

To All High School Guitar Directors:

It is required and requested that each performer's home organization provide at least one **Event Chaperone** to assist the High School All-State Guitar Chairpersons during the following activities. This can be the director, but is usually a guitar parent from their school enabling directors to attend interest sessions and meetings during the All-State Conference. Responsibilities of the Event Chaperone include: All scheduled rehearsals, moving performers from rehearsal to lunch / dinner breaks and staying with them, dress rehearsals, All-State Command Performance Concert and the Nevada All-State Host Concert performance.

Please select your Event Chaperone(s) and complete the lower portion of this form and return it, along with the Application - Code of Conduct / Attendance Policy form, Media Release Form, participant fees and copy of invoice to John Boland postmarked no later than Friday, February 3, 2012.

There are no fees for Event Chaperones that are non-directors, although all Event Chaperones must still register and receive a name badge. **All directors must register and pay fees in order to have your students participate in the NMEA MS All-State Guitar.**

I HAVE AGREED TO ASSIST NMEA AS AN EVENT CHAPERONE FOR THE HIGH SCHOOL ALL-STATE GUITAR ON APRIL 19-21, 2012.

NAME OF CHAPERONE (S): _____	_____
Name of Chaperone	Cellular Phone #
_____	_____
Name of Chaperone	Cellular Phone #
_____	_____
Name of Chaperone	Cellular Phone #
_____	_____
Name of Chaperone	Cellular Phone #

PARTICIPATING STUDENT NAME (S): _____

DIRECTOR INFORMATION: _____

Name of Director Cellular Phone #

SCHOOL NAME: _____

SCHOOL ADDRESS: _____

SCHOOL PHONE #: _____

DIRECTOR EMAIL: _____

**Nevada Music Educators Association
MEDIA RELEASE**

Last name of Child _____ First Name of Child _____

Dear Parents:

Throughout the Nevada Music Educators Association All-State Festival, we are asked to take part in local media releases by way of pictures, newspaper articles, websites, radio time, television and/or video. If you do, or do not, want your child's picture or name to be used in such media releases, please indicate below.

_____ I see no objection to my child having his or her picture and/or name used in connection with the public relations program of the Nevada Music Educators Association.

_____ I object to my child having his or her picture and/or name used in connection with the public relations program of the Nevada Music Educators Association.

Date _____

Signature of Parent of Guardian

Signature (Both Parents, please)

TENTATIVE
Nevada Music Educators Association Professional Development & All-State Festival
2012 High School All-State Guitar Schedule
University of Nevada, Las Vegas
Thursday, April 19 - Saturday, April 21, 2012

Location Guide: HCH - Ham Concert Hall BBT - Black Box Theater

Thursday - April 19, 2012

2:00 pm - **Command Performance (optional)**
2:30 pm - 3:15 pm - Registration / Check-in
3:30 pm - 5:00 pm - Rehearsal
5:00 pm - 6:00 pm - Dinner Break (with Event Chaperone)
6:00 pm - 8:00 pm - Rehearsal

Friday - April 20, 2012

9:15 am - Check-in
9:30 am - 11:30 pm - Rehearsal
11:30 am - 1:30 pm - Lunch Break (with Event Chaperone)
1:45 pm - 3:30 pm - Rehearsal
3:30 pm - 3:45 pm - Break
3:45 pm - 5:30 pm - Rehearsal
5:30 pm - 6:45 pm - Dinner Break (with Event Chaperone)
7:00 pm - **All-State Guitar/Jazz Ensemble Concert - Ham Concert Hall (HCH)**

Saturday - April 21, 2012

9:15 am - 11:15 am - Attend Guitar Clinic/Concert
1:00 pm - MS All-State Choir & HS All-State Choir Concert - Ham Concert Hall (HCH)
3:00 pm - HS All-State Band & HS All-State Orchestra Concert - Ham Concert Hall (HCH)

2012 NMEA PROFESSIONAL DEVELOPMENT CONFERENCE AND ALL-STATE FESTIVAL ~ ES/MS/HS TEACHER REGISTRATION FORM

Name

School

Address (Home)

Principal's Name

City/State/Zip

Address (School)

Phone

City/State/Zip

E-Mail address (home)

E-Mail address (school)

All-State groups in which you will have students auditioning (check any that apply):

____ HS Band ____ HS Jazz Band ____ HS Choir ____ HS Orchestra ____ MS Choir ____ Guitar ____ None

Are you a current member of NAFME/NMEA? ____ Yes ____ No

NAFME ID Number _____ Expires _____

Please check the amount enclosed (checks payable to NMEA):

_____ \$75 Registration fee

If you have no students participating, but wish to attend the convention, this fee will allow you to attend all workshops, activities, and the luncheon.

Return this form along with payment postmarked by March 23, 2012, to the address below. After the postmark date, registration will be on-site and will not include the luncheon.

NMEA
c/o Diane Koutsulis, State Manager
Nevada Music Educators Association
Green Valley High School
460 Arroyo Grande Blvd.
Henderson, Nevada 89014

****Check the NMEA website for possible alternative methods for making payment other than school check.**

PLEASE NOTE: In order for students to participate, each school must have a licensed teacher of record registered and in attendance at the NMEA conference. Guitar & Middle School choir students must have an Event Chaperone of Record in order to participate.

Nevada Music Educators Association
 Diane Koutsulis, State Manager
 Green Valley High School
 460 Arroyo Grande Blvd.
 Henderson, NV 89014

INVOICE

TO: Guitar Director

**FOR:
 NEVADA MUSIC EDUCATORS ASSOCIATION
 HIGH SCHOOL ALL-STATE GUITAR**

DESCRIPTION	# Of Participants	\$ Per Participant	Total Amount
Name of School: _____ payment for NMEA HS All-State Guitar participants		\$25.00	\$
		TOTAL	\$

Your payment in the form of a **check or money order** needs to be **made payable to NMEA**.
Please print this invoice and turn in to your school banker with request of payment.
 Please send this Invoice with your Payment, Application Forms, Code of Conduct / Attendance Forms, Event Chaperone Forms and Media Release Forms to **Diane Koutsulis** (High School All-State Guitar) at the following address (do not make checks payable to Diane Koutsulis):

Diane Koutsulis, State Manager
 Green Valley High School
 460 Arroyo Grande Blvd.
 Henderson, NV 89014

