

General Information for Directors

www.aschoir.com

There is a **lot** that must happen for the ASC Festival to run smoothly every year. Please read this document thoroughly to ensure a successful festival experience for you and your students. If you have any questions after reading, please don't hesitate to reach out to any board member and we will try to clarify or find the information you need.

ASC Board Chair: Sarah Branton (ChairCHSASC@cmeaonline.org)

ASC Board Chair-Elect: Matt Doty (Matt.Doty@d51schools.org)

ASC Board Administrative Assistant: Kaitlin Miles (kmiles.aschoir@gmail.com)

Acceptance Process, Forms, & Fees

- Audition results will be emailed to all directors by Friday, November 8th. Attached to the email are several documents including your school results, the Student Acceptance Form/Code of Conduct, the CMEA Chaperone Designation Form, a Director's Checklist, and this document.
- All forms, policies, and information are available online at www.aschoir.com, under "Festival".
- Choir assignments were emailed to directors along with audition results. Special *divisi* information will be posted on the website under each choir's tab where the "rehearsal tracks" can also be found. Please check these carefully for your special assignments. **Students who show up for 2nd auditions with the wrong part learned will be held accountable for the part assigned during auditions.** This ensures we keep a good balance in our ensembles for our wonderful clinicians.
- Duplicate the Student Acceptance Form/Code of Conduct for each participant.
- Print one CMEA Chaperone Designation Form for your school and gather the appropriate signatures.
- Scan all Acceptance/Code of Conduct forms into one file. Also, scan and save the CMEA Chaperone Designation Form.
- Complete the School Acceptance Google Form (<https://forms.gle/EWoe7kweEUGKhstT7>) and upload all scanned documents into the form.
- Pay the registration fee of \$50/student by credit card directly on the CMEA website using the following link: <https://cmeaonline.org/all-state-groups/>. Please note that CMEA no longer allows families to pay individually. You must pay for all your registrants from your school's budget.

Eligibility:

- Your signature and the signature of a school official must be on each student's acceptance form to signify eligibility according to CHSAA rules. Signatures are proof of eligibility. *It is the director's responsibility to check eligibility;* this is a CHSAA policy. Parent and student signatures are also required on the Code of Conduct portion of the form.

Rehearsal Tracks, Divisi Assignments, Director Notes:

- Rehearsal tracks for each choir can be found on the All-State Choir website: www.aschoir.com. Students should navigate to their choir-specific page to find the tracks. Rehearsal tracks can, and

should, be downloaded for student practice. Students will use the provided rehearsal tracks for their 2nd audition on Thursday, January 9th.

- Divisi assignments and special notes from the conductors will be posted on each choir-specific page. Students are required to review all director notes before the festival begins on Thursday, January 9th. Please encourage students to annotate their music based on the clinician's notes.

Hotel Accommodations

- Accommodations for ASC students and directors are being provided by the Embassy Suite Hotel. All forms for hotel reservations can be found on the AS Choir website. Reservations should be made directly through the Embassy Suites using their forms and contact information. **Reservations will open on Friday, November 8th.** Please make your reservations early to guarantee availability. We do not have an overflow hotel booked. If all rooms have been taken by the time your school submits its forms, you will be required to set up your own accommodations.

Repertoire

- It is the director's responsibility to purchase the All-State Choir literature for their students. **All students must bring their own original copies of the music to the festival in a BLACK folder.**
- Music is available in packet form (not individually) and can be purchased from J.W. Pepper. A link to purchase the music is provided for you on the ASC website. Ordering music is one of the first things you should take care of!
- A reminder that **all music must be memorized** for the ASC Festival. The literature list for all three choirs can be found on the website.

Second Auditions at Metro State University

- 2nd Auditions will take place on Thursday, January 9th at the King Center on MSU's campus. They end at 4:30 pm in preparation for the first rehearsal, beginning at 7:00 pm at the Embassy Suites Hotel.
- **All students must have passed their 2nd audition by this time to be seated in the choir.** More information on the 2nd Audition Schedule and Procedures will be sent before Winter Break.

Director's Meeting @ ASC Festival

- Friday, January 10th, the ASC Board will host a director's meeting in the Embassy Suites (Room TBA). We will utilize this time for feedback as well as to talk about future updates and improvements. You will also receive important festival information during this meeting. We request that all directors who attend the festival be part of this meeting.

Tickets

- All ticket purchases will be done through AXS at the link that will be provided on the AS Choir website. Ticket information will be updated in the next few weeks. **A livestream** will also be available this year for any family and friends who cannot travel to Denver for the concert. A ticket-specific email will be sent when tickets are available for purchase. We ask that directors forward that email to all AS Choir families to help us with the distribution of information.

Graduate Credit

- This year ASC will be offering a certificate for re-licensure hours in place of Graduate Credit. An informational email will be sent to all directors closer to the festival with all pertinent information.

ASC Apparel

- T-shirt and sweatshirt orders will be taken directly through the production company's website. Once the website is activated, you can follow the link from the All-State Choir website to order your shirt/apparel. *No extra shirts will be available at the festival.* Look out for an apparel-specific email coming in December. We ask that you please forward that email along to your ASC families so that no student misses out on the opportunity to order.

Facebook/Twitter/Instagram

- If you and/or your students are on Facebook, Twitter, or Instagram, please go on these platforms and "like" or "follow" us. In doing so, you will receive notifications when there are AS Choir updates added to the website.