MACARTHUR HIGH SCHOOL CHORAL DEPARTMENT 4400 Aldine Mail Route Houston, Texas 77039 281-985-6538 (Front Office)

To the Choral Directors of Region 19

We look forward to hosting the UIL North Zone Middle School Concert and Sight-Reading Contest at MacArthur Senior High School on Thursday and Friday, March 7-8, 2013. Please read the following information to help you and your students prepare for the day.

Choirs may be dropped off at the Cafeteria Entrance located next to our Bus Ramp. Buses will enter the Bus Ramp by turning onto Gloger Dr from the traffic light on Aldine Mail Route (refer to map). Buses may then park in the Bus Parking Lot until you leave. When you enter the cafeteria, make sure you check in at the registration table. A Choir Guide will be assigned to you and your choir. Students should arrive to the contest site dressed in their concert attire and not expect to be able to change clothes while on campus.

The Contest Office is in room 107, across from stage/auditorium. Have your Form 1 and numbered scores for the contest chairman. The Warm-up room will be in the Drama room, Performances in the Auditorium, and Sight-Reading will be in the Choir room. There will be 6 sections of 4-step risers in the warm-up room and on stage. 3-step risers will be used in the sight-reading room. The stage curtain will not close following the individual choir performances.

In order to keep the contest flowing smoothly we will stick strictly to the schedule. The Choir Guides will be instructed to move you from the warm-up to the stage 2 ½ minutes before your performance time. This means you only receive approximately 17 minutes on the risers in the warm up room. Do not be late to warm-up as we cannot give you any additional time. Please plan accordingly in your preparations.

Because of the large number of students and lack of space at MacArthur Senior High School, <u>there is no holding area other than the auditorium</u>. The auditorium seats 800 people and has no balcony, therefore the judges will be at the same level seating as your students. Choirs should arrive for their performance and then vacate the building. Teachers and/or chaperones must be monitoring their students at all times while in the auditorium.

Remind students they must remain quiet when moving between warm-up, performance and sight-reading rooms. Because of the close proximity of our rooms, any loud conversations in the hallway can easily be heard by our judges and performing choirs.

A few final reminders; do not bring a lot of stuff as we cannot guarantee the safety of belongings. Directors should arrange to have chaperones available to take care of any personal belongings of the students. Please have all cell phones turned off (directors as well) during performances, no electronics are allowed in the auditorium as they can interfere with the recording equipment. There will be no concessions available.

Please phone 281-985-6538 (Choir Office) if you have any questions. Best wishes to each of you as you make preparations for your performances.

Sincerely,

Micah Schirado Choral Director