

North Shore Senior High School Choir

February 12, 2013

Dear Director,

On behalf of the Galena Park Independent School District, I want to welcome you and your choir to the 2013 Region 19 UIL Middle School Vocal Concert and Sight-Reading Contest. It will be held Tuesday and Wednesday, March 05 & 06, 2013. Please be sure to familiarize your students with the locations and the rules. You will find the directions and a map of our building on the UIL website.

Please assemble in our cafeteria at least ten minutes before your warm-up time. A student monitor will guide you and your choir to the warm-up location. If the monitor is not present please call me immediately (832-386-4311). We will have one warm-up room. We are running on a **twenty minute** schedule. That is twenty minutes for each the warm up, stage performance, and sight-reading. Your warm up time includes **2 ½ minutes** travel time to the warm up room and **2 ½ minutes** travel time to the stage. This means you only receive **15 minutes** of actual warm-up. If you are late to warm-up, you will not receive your fifteen minutes. In order to keep the contest flowing smoothly we will stick strictly to the schedule. The monitors will be instructed to move you from the choir room to the stage **2 ½ minutes** before your performance time.

Please be advised of the following:

1. No one will be allowed into the auditorium once a choir has entered the stage. Audience members will sit in the back of the auditorium, behind the judges, during the performance. Choirs may not sit in the auditorium all day. Plan on listening to a few choirs, and then move your students out to the cafeteria area so that others may have a turn.
2. A director or sponsor must supervise the students at all times. Our Assistant Principals will monitor the hallways.
3. Misbehavior in the audience will not be tolerated. We want each choir to have ideal performing conditions.
4. No recording devices, radios, CD/MP3 players, headsets, cell phones or pagers will be allowed at the contest site. Directors with cell phones must turn them off. Cell phones interfere with the recording equipment.
5. The student holding area is in the cafeteria. During our school lunch time all choirs will be moved to the small gym. Your students are **NOT TO WANDER THE BUILDING** or go to the rest rooms **UNESCORTED**. We have close to **four thousand** high school students on this campus. Our hallways are very crowded during the passing periods.
6. We will not have a concession stand available. We will have tables there where students may eat and drink items they have purchased from our vending machines or brought from home. However: there must be no food, drinks, candy, or gum in the auditorium at anytime.
7. All accompanying adults must have I.D. Security at the school is a priority. Accompanists and other adults must check-in at the front office. A badge will be generated using their valid Texas driver's license. Directors may use their school ID badges.
8. We will not be responsible for student bags / purses / luggage. Make provisions to take care of your own choir's needs. There will be no rolling baskets.

9. Please drop students off at the cafeteria covered walkway entrance on the west side of the campus. Students will enter through the west doors across from the baseball field and go directly into the cafeteria to be seated. Buses may park in the student parking area on the west side of the campus on the back rows by the tennis courts and band practice field. There are shuttle buses arriving and departing from this area all day so please plan to arrive early as there will be delays. Our school dismissal time is 2:30 PM. There will be 40 GPISD busses departing.
10. Results will be posted on the web site.
11. There will be eight four-step risers on the stage, in the warm-up room, and in the sight-reading room.
12. We will open/close the curtain for each performance.
13. Remember to bring your completed Form #1 and original copies to the Contest Office, Room 603, when you arrive.

Very Important (Sight Reading Room)

- The rules for the sight reading room are your responsibility to know and go over with your kids before UIL Contest. We will **not** read the rules to your group before they enter the room /nor will the rules be read in the contest room. The time keeper will say "Time, close your music" at the end of the first instruction period. The director does not need to close their music. Before the second reading the monitor will just say "time."
- No director will be allowed to enter the sight reading room to listen to another group without the permission of the group's director and Ben Gollehon. A director will not be allowed to listen to another group singing in the same category in order to hear the sight reading piece for that level of group. Parents, fellow directors, student teachers, other school staff members and or school administrators are allowed to listen to the group sight read. Recordings will not be allowed.
- If your choir is scheduled to perform first in the morning or first after lunch, you may warm up on stage. You may not, however, sing more than your allotted warm-up time. (20 minutes). If you get to the stage early you may set up, but you will not sing until 20 minutes before your performance time. This rule will be strictly enforced and you will be subject to disqualification if you do not follow these instructions.

Sincerely,

Enrique A. Collazo
Choir Director
NSSH
353 N. Castlegory
Houston, TX 77049

In case of emergency or bus failure you can reach me at:
832-386-4311