

To: All Midstate Participating Directors
From: David Talbert
Re: Midstate Director Sign-In and Registration Procedures/2008

As you should be aware, the process for registration on the day of midstate auditions has changed. This change was necessitated by our efforts to involve and make responsible those directors who have students auditioning for midstate. To this end, please be aware of the following:

1. Directors must sign with Morris Stevens or Gary Merritts. **If you do not sign-in your students will not be allowed to register and audition.** Director's sign-in will begin at 8:00. **Please remember that student registration does not begin until 8:50.**
2. Upon signing-in, notification will go from Morris and Gary to the various students' registration tables, informing those tables that students from your school are clear to receive their audition numbers.
3. If a director is not judging, they should have already signed up for a monitoring assignment or have been assigned a time slot. In either case the morning assignments should meet with Mark Garey in the McGavock auditorium. This meeting will begin at approximately 8:15. Directors who sign in later in the morning will come to the Central Office and check in with one of the Morris or Gary Merritts. As this process is fairly new, please be patient and understand that a monitor shift could be as short as 2 hours, or may be as long as 4 hours. Just remember, this day is for our students.
4. Directors will be allowed to register up until 12:00 noon, just like their students.

Here are some additional thoughts:

If you forgot to register a student, you have the option of doing that at McGavock on Saturday morning. The director paying a late registration fee of \$50.00 is the only person who can do this for that student. Another item is in regards to the Sr. H.S. Scale Barrier in addition to scoring at least an 18. Any student who refuses to perform a scale or scales will be dismissed from the tryouts. A reasonably attempt must be made on all scale work.

If you and your students are traveling together, then this process should not pose a huge problem. You simply sign in and your students are free to register.

If your students come at different times, as is often the case with Metro students, you will need to do a little organizing. It will be your call as to when you sign-in, but be aware that if a student arrives at McGavock early in the morning, they will not be allowed to receive their audition number till you sign-in. It might be better if you went ahead and signed in during the morning hours. That way your students can register whenever they desire before the 12:00 cut off.

Directors that have school conflicts such as a morning parade or some other type of performance should have registered their students on the website as late auditions. If this is the case then we will handle this as in the past. You should send a parent or a designee with a signed letter explaining the situation. That person can sign-in for you.

If you are at the audition site and you have a parade later in the day, then the above outlined process should work with the addition that your students should get the "colored" audition number, which will allow them to audition out of order.

If you would like to go ahead and "reserve" a monitoring assignment such as time of day, instrument room, etc., please get in touch with Mark Garey at the following contact information:

Email mgarey86@comcast.net - Freedom Middle School 615-472-3544 ext. 3544

I hope that this letter has been helpful. If you think of any situation that I have not addressed, please bring it to my attention. We want this to work smoothly and efficiently.

Thank you for your time and patience in this matter. Best of luck to your students. See you at midstate!!

David Talbert, President