

**Southeast District  
New Mexico Music Educators Association  
Constitution & Festival Manual**

**Constitution**

**ARTICLE I: NAME, PURPOSE, AFFILIATIONS, AND BOUNDARIES**

**Section I. NAME.** The Name of the organization shall be the Southeast District, New Mexico Music Educators Association.

**Section II. PURPOSE.** We, the members of this organization, have associated ourselves for the purpose of promoting music and music education. From this association, it is hoped that our combined efforts will better serve to help others find the inspiration which we have found in music.

**Section III. AFFILIATIONS AND RELATIONSHIPS.** This organization shall function as a district unit of the New Mexico Music Educators Association.

**Section IV. BOUNDARIES OF THE DISTRICT.** The boundaries of the Southeast District shall be those set up for District 2 by the New Mexico Music Educators Association. Counties included are Chaves, Curry, DeBaca, Eddy, Guadalupe, Lea, Lincoln, Roosevelt, and Quay.

**ARTICLE II: MEMBERSHIP**

**Section I. ACTIVE MEMBERSHIP.** Any person that is actively engaged in music education in a public or private school or is a retired music educator in the Southeast District of New Mexico and a member of the New Mexico Music Educators Association may be a member of the organization. All members have the right to attend annual meetings.

**Section II. VOTING MEMBERSHIP** is any active member attending a scheduled meeting.

**Section III. DUES.** There shall be no district dues or membership fees.

**ARTICLE III: OFFICERS AND GOVERNMENT**

**Section I.** The officers of the Association shall include president, vice president, and executive secretary-treasurer.

**Section II.** The terms of office shall be for two years, beginning with the elections at the annual spring meeting and ending at the meeting two years hence.

**Section III.** Nominations shall come from the floor. Elections shall be by a two-thirds majority count of the votes cast at the meeting. Any member who has a voting privilege in this Association shall be eligible for an office.

**Section IV. DUTIES OF THE PRESIDENT.** The duties of the President shall be:

- A. To serve as the presiding official at all district activities.
- B. To preside at all business meetings of the Association.
- C. To name all appointive committees.
- D. To prepare an agenda for all business meetings of the Association.
- E. To be empowered to represent the Association at conventions, Executive meetings of the New Mexico Music Educators Association, and all other meetings which concern the business of the Association.
- F. To attend all additional business meetings of the Association.
- G. To call meetings of individual sections when necessary.

**Section V. DUTIES OF THE VICE-PRESIDENT.** The duties of the Vice-President shall be:

- A. To assist the President in preparation of an agenda for business meetings.
- B. To assume the duties of the President in the President's absence or upon request.
- C. The Vice-President should be from the opposite section (i.e. instrumental President, choral Vice-President) for the purpose of conducting section meetings.

**Section VI. DUTIES OF THE EXECUTIVE SECRETARY-TREASURER.** The duties of the Executive Secretary-Treasurer shall be:

- A. To keep an accurate record of all business of the Association.
- B. To handle all financial transactions of this Association.
- C. To handle correspondence pertaining to this Association.
- D. To prepare a financial statement and printed minutes for the meetings.
- E. To assist the President in preparation of an agenda.
- F. To send notices to all members of annual business meetings.
- G. To assume the duties of the President in the absence of the President and Vice-President.

**Section VII.** The President of the New Mexico Music Educators Association shall have the power to call a meeting of this Association for the purpose of electing officers in the event the duly elected officers have all moved or otherwise become ineligible. His appointed representative should preside at the meeting until such time as a President has been elected.

## **ARTICLE IV: ANNUAL MEETINGS**

**Section I.** The first annual business meeting of the school year for this Association shall be held on a Saturday of August or September. The second annual business meeting shall be held on a day of the Spring semester. The date will be proposed and voted upon by the membership at the fall business meeting.

## **ARTICLE V: QUORUM**

**Section I.** A quorum for a general business meeting of this organization shall consist of not less than twelve members, excluding the officers. A quorum for sectional meetings shall consist of no less than six members, excluding the officers.

## **ARTICLE VI: AMENDMENTS**

**Section I.** This Constitution may be amended at any regular annual meeting of this Association upon approval by a two-thirds majority of the voting members present at the meeting.

## **BY-LAWS**

**Section I.** By-laws may be adopted by a majority vote of the quorum present at any annual business meeting.

**Section II.** These by-laws may be amended at any regular business meeting by an approval of the majority of the members present.

**Section III.** The Festival Manual of Rules and Regulations shall become a part of the by-laws upon adoption of the constitution.

### **1. DISTRICT EVENTS**

1.10 Participation in district events is voluntary, and should not be required of individual school districts or organizations. In order to participate in SENMMEA activities, membership in NMMEA/MENC will be required of the director of the participating organization.

1.11 Marching Band Festival for high school bands will be scheduled in the fall. Twirling and flag events are to be included in this festival.

1.12 District Honor Band auditions will be scheduled in November.

1.13 District Honor Choir (grades 7-9) will be scheduled in November.

1.14 The Honor Band Clinic will be scheduled in December.

1.15 The instrumental solo and ensemble festival for elementary, junior high, and high schools will be scheduled in February, March, or April. This festival will be held as two Sub-District Festivals. South Zone will be Lovington, Hobbs, Eunice, Jal, Carlsbad, and Artesia; North Zone will be Tucumcari, Melrose, Clovis, and Portales. Roswell and Dexter will have the option of choosing their site.

1.16 The vocal solo and ensemble festival for high schools will be scheduled in October. No junior high school vocal solos or ensembles (except 9<sup>th</sup> grade in a four year high school) will be allowed to enter this festival.

1.17 Sub-district vocal solo and ensemble festivals for junior high schools will be held in January, February, March, or April. These festivals will be held at sites to be selected by junior high directors. No high school vocal solos and ensembles (except 9<sup>th</sup> grade at a three year junior high) can enter these festivals.

1.18 An instrumental and choral festival, entitled "Southeast New Mexico Music Educators Association Concert and Sightreading Festival", will run for four days. On two of those days, choral groups will perform, and on the other two days instrumental groups will perform. This festival will be held in March or April.

## **2. CLASSIFICATION**

2.10 Large groups (bands, orchestras, and choirs) will participate in the following classes according to enrollment (ADM) of their schools, on the 40<sup>th</sup> day of the current school year.

2.11

High Schools (as per NMAA classification)

Class AAAAA

Class AAAA

Class AAA

Class AA

Class A

Junior High Schools (includes grades 7, 8, 9 or any with 9 as top grade)

Class BBB – 650 and higher

Class BB – 250-649

Class B – up to 249

Middle Schools (any with 8 as top grade)

Class CCC – 650 and higher

Class CC – 250-649

Class C – up to 249

Elementary  
Class E

2.12 Non-varsity groups in any school will perform in the class below the varsity group and will be specified as a non-varsity group on the adjudication form. No member of a large group may perform in both the first and second groups of his school on the same instrument in the same festival.

2.13 Second choirs in any school will perform two classes below the first groups. Second choirs are defined as choirs who do not share membership with first choirs.

2.14 Any group may move up in classification if it so desires; however, no group may move down in classification.

2.15 The number of participants in each grade level will be indicated on judging sheets.

### **Enrollment**

2.21 The enrollment for the current school year must be included where asked for on all festival entry forms.

2.22 Member high schools shall be classified for participation in festivals on the basis of student enrollment in grades 9-12, or 10-12, where so organized. Member junior high schools shall be classified for participation in festivals on the basis of student enrollment in grades 7-9, 7-8, or 6-8, where so organized. Schools which are combined junior high school-high school levels are to be considered separate (refer to classes BB & B under section 2.11).

2.23 Schools which use students of lower grades in their school organizations must add those students used in their organizations to their official enrollment (ADM).

### **3. ENTRIES FOR LARGE GROUPS, SOLOS, AND ENSEMBLES**

3.10 Application for entry to any festival event will be accepted from all eligible directors. All entry forms must be certified by the principal.

3.11 Members of large groups, a soloist or ensemble member must meet eligibility requirements established by the New Mexico Activities Association Handbook, Non-Athletic Activities.

3.12 Entries will be accepted only on official forms procured from the district Executive Secretary or acceptable computer facsimiles.

3.13 The number of students in each grade of the participating ensemble will be included on the entry forms.

3.14 Titles of all large group repertoire, solos, and ensemble repertoire must be specified on the entry forms. Festival Chairmen should not schedule untitled events and should notify the director of this action.

3.15 A large group, soloist, or ensemble may perform, on payment of regular fee, for comment only, providing eligibility requirements are met. "For comment only" must be specified on the proper entry forms.

3.20 Festival sites will be determined by invitation and voted on by the membership at the previous spring meeting.

3.30 Festivals may be combined, separated, or otherwise changed by majority vote of the membership present at the annual Spring meeting if such action is needed to meet financial or scheduling needs of the Association for the coming year.

#### **4. DATES FOR ENTRIES**

4.10 Dates for the entries will be established by the Executive Secretary. These dates shall be considered positive deadline dates. Entries postmarked after the established dates will be returned to the director of the school. The director in charge should notify the Executive Secretary of any unusual situation that might delay the entry.

#### **5. FEES**

5.10 The following shall be the required fees applicable to District activities:

- 5.11 a. Solo Events - \$5.00 per entry
- b. Ensemble Events - \$4.50 per entry
- c. Large Group Events - \$4.50 per large group member
- d. District Honor Band Audition - \$5.00 per entry
- e. District Honor Band (after audition) - \$18.00 per student
- f. District Honor Choir - \$15.00 per student

5.20 All entry fees must accompany the entry forms either in the form of a school purchase order, money order, or check (personal checks will not be accepted). All entry fees must be made payable to SENMMEA and must be sent to the Executive Secretary, not the Festival Chairman.

5.30 Under normal circumstances, no refund of entry fees will be allowed. However, when a festival is rescheduled through action of the district, and an

adequate time interval is available, all entries from the rescheduled festival will be considered canceled, and new forms will be submitted by all participants of each rescheduled festival. Entries by groups that can no longer participate in the rescheduled festival will remain canceled and fees will be refunded.

## 6. DISQUALIFICATION

6.10 All official entries will be screened by the Executive Secretary. If any entry fails to fulfill the district requirements listed herein, the Executive Secretary will notify the director of that group immediately so that the problem(s) can be corrected.

6.20 Failure to comply with district entry and performance requirements will result in disqualification of the event (Solo, Ensemble, or Organization) for that festival.

6.30 The Executive Secretary will return disqualified entries to the director with a letter of explanation signed by the Executive Secretary and district President.

## 7. AWARDS

7.10 Large groups, soloists, and ensembles will be rated in the five divisions as follows:

1. Division I Superior
2. Division II Excellent
3. Division III Good
4. Division IV Fair
5. Division V Poor

7.20 The following chart indicates the five divisions in Roman numerals. The chart will be used when three judges are serving to determine the composite rating.

I	II	III	IV	V
111	122	133	144	155
112	123	134	244	255
113	124	135	344	355
114	125	233	444	455
115	222	234	445	555
	223	235	345	
	224	333	245	
	225	334	145	
		335		

7.30 The association will furnish awards for all soloists, ensemble members, and large groups earning Division I and Division II ratings.

7.31 Ensembles that receive a Division I rating will receive a medal for each member.

7.32 Soloists who receive a Division I rating will receive a medal.

7.33 Large groups will receive a small plaque for earning a Division I in either Concert or Sight Reading and a large plaque for earning a Division I in both.

7.34 Bands will receive a trophy for earning a Division I in Marching.

7.35 Bands will receive a trophy for earning Sweepstakes: Division I's in Concert, Sight Reading, and Marching. Second bands that earn Division I's in Concert and Sight Reading following a Division I in marching by the composite band will also receive a Sweepstakes trophy.

7.36 Soloists, ensembles, and large groups which receive Division II ratings will be awarded certificates. Directors will be responsible for filling out the certificates.

7.37 Students are not allowed to purchase medals for participation in any event of the festival.

7.38 Participating schools will not award special cups, certificates, or other awards to large groups, ensembles, or soloists for achievements in any district festival.

7.39 The Secretary will provide special certificates for use in both choral and instrumental solo and ensemble festivals. One certificate will state "Outstanding Soloist" and another will state "Outstanding Ensemble". Each judge will be asked to select an outstanding soloist and an outstanding ensemble that he/she has heard that day, one each for junior high school and high school levels. Each selected ensemble member, as well as the member school, will receive the ensemble certificate. Each selected soloist will receive a personal certificate.

7.40 All final results, ratings, and awards may be picked up by the directors at Festival Headquarters. Students will not be permitted to pick up materials.

## **8. SELECTION OF JUDGES**

8.10 Judges will be nominated at the spring section meeting, from the floor, by the general membership.

8.20 Once a judge has been nominated, three (3) negative votes are required to remove that judge from the nominations list.

8.30 Only directors of groups directly involved in the festival for which the judge is nominated will be allowed to participate in the voting for that judge.

## **9. FREQUENCY OF REPETITION OF MUSIC USED IN FESTIVALS**

9.10 Members of a group are not to perform music they have performed in a festival in this district previously. Therefore, for schools using students from four grades, three festivals must intervene before a piece can be repeated; with students from three grades, two festivals; with students from two grades, one festival. No period of intervention longer than three festivals will be required of any school. The secretary will maintain a current list of all music performed in previous festivals.

## **10. INSTRUMENTAL EVENTS**

10.10 Approved Large Groups: A member school may enter any number of different large groups but may not enter the same group twice in the same festival in this district each year.

10.20 Program: Bands. Each band in any class will play three numbers as follows:

- a. March: quickstep or concert style of the director's choice.
- b. Two selections of the director's own choice.

10.30 Warm-up and performance times. Junior High, Class A and AA High Schools will be scheduled 25 minutes apart. AAA and AAAA High Schools 30 minutes apart and AAAAA High Schools 45 minutes apart.

10.31 Equal time will be allowed in the warm-up room for bands as given for performance. Bands are to be prompt at all festival activities. Bands arriving late to the warm-up room at scheduled times will have a reduced warm-up time or be moved to the end of the festival day.

10.32 A director has the right to insist on the group's full warm-up time regardless of the time the group is admitted in the warm-up room.

10.33 In the event of a cancellation, groups may be moved up in the schedule at the discretion of the director.

10.40 Scores: Directors will furnish each adjudicator with an original (not copied) conductor's score for each piece to be performed, with all measures numbered. Letters of "Permission to Copy" from the publisher or proof of order and non-delivery are acceptable. Ensembles will be disqualified if proper numbered scores are not furnished.

10.50 Judges comment sheets will contain the name of the school, classification, name of the selections to be performed, and the number of members in the group by grade level.

10.60 Bands performing for a rating (except elementary) will be required to sight read.

10.61 Bands will read one number to be selected by the sightreading judge.

10.62 All sight reading music must be rated at least one class below the performing group's classification.

10.63 The Executive Secretary will procure and have available for the festival all necessary sightreading music.

10.64 The sight reading procedure is as follows:

- a. The sight reading judge should ask the director of the group if it has read the selected piece before proceeding.
- b. The adjudicator will read the following statement to the group:  
"Directors will have 10 minutes to look over the score. The director may use this 10-minute period as he chooses; however, all studying of the score and parts and discussion with the players must take place during these 10 minutes. Directors may point out key and time signatures, repeat signs, special rhythmic or technical problems, and other peculiarities of the music. Directors can sing out phrases to indicate special rhythmic figures and answer questions from players; however, players cannot sing or play."

10.65 No audience will be allowed in sightreading unless approved by the director.

10.70 Marching Festival

10.71 There are no required maneuvers or inspection.

10.72 Marching performances must be a minimum of 5 minutes and no longer than 10 minutes in length. Time will start when the first note is played and will end on the last note. Failure to perform within the time limits will result in the rating being lowered by one division.

10.73 Performance fields will have all five yard line inserts marked.

10.74 Twirling events will be a part of the marching band festival.

10.75 Classification, fees, and awards as presented elsewhere in this manual will apply to this festival.

10.80 District Honor Bands

10.81 District Honor Band Auditions

- a. Junior High auditions will be held over the first part for each instrument of the music selected by the clinician.
- b. High School auditions will be held over the NMMEA All-State Band Audition material (small school band excerpts).
- c. The chairman of the District Honor band auditions will determine the method of auditioning students for the district Honor bands.
- d. Students in grade 9 will audition for the Junior High Honor Band.

## **11. VOCAL EVENTS**

### 11.10 Approved Large Groups

11.11 A member school may enter any number of different large groups, but may not enter the same group in more than one festival in this district each year.

11.20 Program Performance Requirements for all Choirs, an a cappella piece and two selections of the director's choice, on the appropriate grade level. The Texas UIL and MENC List are good references.

11.30 Performances and Warm-Up Times: All Choral groups will be scheduled at a 15-minute interval.

11.31 Thirty (30) minutes will be allowed in the warm-up room for each choir.

11.32 Any director has the right to insist on the group's full warm-up in the warm-up room regardless of the general movement of the schedule. Choirs are to be prompt for all festival activities. Groups arriving at the warm-up room later than their scheduled time will have a reduced warm-up time or be moved to the end of the festival day.

11.33 In the event of a cancellation, groups may be moved up in the schedule at the discretion of the director.

11.34 High School Choirs performing on a designated "Junior High Day" must perform at the end of the day.

11.40 Directors will furnish each adjudicator with an original conductor's score for each piece to be performed with all measures numbered. Letters of "Permission to Copy" or proof of order and non-delivery are acceptable. Ratings will be lowered one division if the proper numbered scores are not furnished.

11.50 Choirs of all classes will be required to sightread except those in Class E.

- 11.51 High School choirs will read one piece as follows:
- a. The piece to be read will be SA, SSA, SAB, or SATB, the voice distribution being the same as the group's voicing used in concert performance.
  - b. Difficulty of the selection will be two grade levels lower than festival classification of the group. (e.g., AAAA will read AA level music). It is understood that sight-reading music commissioned by U.I.L. will be pre-graded following this procedure.
  - c. The adjudicator will read the following statement to the group:  
"Directors and choirs will have 5 minutes to look over the number to be read before singing it. During these 5 minutes, the director can instruct the singers as he sees fit, although he cannot sing a part of the piece or have it played on the piano. He can tap out rhythms, indicate any changes in key or time signature, and point out and talk about difficult passages. The Choir may chant the music on their preferred method of sight-reading or on the text, as long as it is NOT the indicated pitches. (e.g., syllables, numbers, letter names).
  - d. At the end of the five minutes, the group must perform with the piano.
  - e. After performing with the piano, the director has an additional one-minute for discussion, the group then performs the piece a cappella, with text or with their preferred method of sight-reading. Groups may establish tonality before starting.
  - f. The adjudicator is to judge both the accompanied and the a cappella performance, and the rating will be a composite of both performances.
  - g. Directors are not to sing with or speak to their groups during the performances of the sight-reading piece.
- 11.52 Junior High School choirs will read one piece as follows:
- a. Vocal ranges will be limited, considering changing voices. The piece to be read may have one less vocal part than the voicing the group used in concert performance, (e.g. four part groups may choose 3 or 4 part; three part may choose 2 or 3 part; two part may choose 1 or 2 part). NOTE: Omitting a voice in 4 part music to achieve 3 parts is not acceptable.
  - b. Difficulty of the selection will be two grade levels lower than the festival classification of the group (e.g. CCC will read C). Choirs will have the option of using SB textbook unison songs, with book provided by the Chairman.
  - c. The adjudicators will read the following statement to the groups:  
"Directors and choirs will have 5 minutes to look over the number to be read before singing it. During these 5 minutes, the director can instruct the singers as he sees fit, although he cannot sing a part of the piece or have it played on the piano. He can tap out rhythms, indicate any changes in key or time signatures, and point out and talk about difficult passages. Choirs may chant rhythms with the director." The Choir may chant the music on their preferred method of sight-reading or on the text, as long as it is NOT the indicated pitches (e.g. syllables, numbers, letter names).

- d. At the end of the 5 minute discussion, the group must perform with the piano, using words, solfege, or numbers at the discretion of the director.
- e. After performing with the piano, the director has an additional one-minute for discussion, the group then performs the number a cappella, with text or with their preferred method of sight-reading. Groups may establish tonality before starting.
- f. The adjudicator is to judge both the accompanied and the a cappella performance, and the rating will be a composite of both performances.
- g. Directors are cautioned not to sing with or speak to their groups during the performance of the sight-reading piece.

11.53 The Executive Secretary will procure and have all necessary music, with sufficient copies so there will be no more than two singers on a copy.

- a. The Executive Secretary will inform the judge of the groups that are to sightread and the classification of each group.
- b. The judge must supply printed, not copied, music for all classes.
- c. Any expenses incurred in procuring such music for sight reading will be paid by the district association.

11.54 No audience will be allowed in the sight-reading room unless approved by the director.

11.55 A professional accompanist will be hired for sight-reading, but each choir has the option of using its own accompanist.

## 11.60 DISTRICT HONOR CHOIR

11.61 Directors may bring a maximum of 9 students, 3 sopranos, 3 altos, 3 baritones. NO SUBSTITUTIONS ALLOWED.

11.62 Students selected to perform in the all district choir must be mature musicians.

11.63 All music is required to be memorized prior to the first rehearsal.

11.64 All members must meet NMAA eligibility requirements.

11.65 All district choir clinician is to be selected by open forum at the spring meeting.

11.66 Music is to be selected by the choir directors at the fall section meeting.

## 12. SOLOS AND ENSEMBLES

12.10 REQUIREMENTS: Any soloist or ensemble member performing at festival must be a member of a participating large organization: band, orchestra, choir, provided the school in which the student is enrolled has such an organization.

## 12.20 INSTRUMENTAL, VOCAL, PIANO, FLAGS, AND TWIRLING SOLOS

12.21 Solo scores: Each soloist (except baton twirlers and flags) will supply the judge with an original score of his selection with all measures numbered. Ratings will be lowered one division when numbered scores are not furnished.

12.22 Memorization: Instrumental solos need not be memorized. Vocal solos must be memorized.

12.23 A soloist shall not repeat a piece used by him/her in any previous festival in this district.

12.24 The performance time for any instrumental soloist shall not exceed six minutes. The judge can stop the performance at six minutes without penalty. The performance time for any vocal soloist shall not exceed five minutes. The judge can stop the performance at four minutes without penalty.

12.25 Accompaniments: All solos written with piano accompaniment will be performed with piano accompaniment (either live or taped).

- a. All accompanists must be named on entry forms so that the festival chairman can prevent conflicts in scheduling.
- b. Flags and twirlers may perform to the accompaniment of recorded music.
- c. Any person in or out of school may be an accompanist. Accompanists will not pay an entry fee.

12.26 Flags and Twirling: Twirlers will be required to march into twirling position.

- a. A twirling or flag solo may be performed with or without accompaniment.
- b. Demonstration of fundamentals will be required.
- c. The routine should not exceed three minutes.
- d. The performance will be judged on smoothness, particularly in continuity and flow from one movement to another.
- e. A twirler may use one or two batons during the routine.

## 12.30 INSTRUMENTAL ENSEMBLES

12.31 Instrumental ensembles of seven members or less will perform without direction. Instrumental choirs of more than seven members may perform with or without direction.

12.32 Instrumental choirs of more than seven members may enter with no more than two on a part. All other ensembles may have no more than one on a part.

12.33 A junior high ensemble may not use a student in grades 10 through 12.

12.34 Each ensemble, with the exception of twirlers and flags, will supply the judge with a printed score of its piece. Measures must be numbered or the rating will be lowered one division.

12.35 Small ensembles will be permitted six minutes. Large ensembles (choirs, etc.) will be permitted ten minutes performance time.

12.36 No ensemble composed of the same members can perform more than one piece in the same festival.

12.37 Substitutions may be made in any ensemble when an individual is prevented from participating, provided such substitutes are eligible under the rules established for the event. Substituting 50 percent or more of an ensemble will make the ensemble considered a new entry.

12.39 An ensemble member will not repeat a piece which he has already performed in the festival in which he is presently participating.

#### 12.40 VOCAL ENSEMBLES

12.41 A vocal ensemble shall consist of from two to twelve performers for high school groups which shall be limited to no more than two on a part (madrigal group).

- a. A junior high school group may not use a student in grades 10 through 12.
- b. Each High School director may designate one ensemble with no limit on the number of singers per part. Vocal ensembles must perform music in two or more parts. Junior High ensembles may have no more than three people on a part. High school ensembles may have no more than two, except as noted above.
- c. Vocal ensembles must perform their number by memory or have the rating lowered one division.

12.42 A madrigal group shall be composed of not more than two performers on a part. Other special requirements for the groups are:

- a. Madrigal literature must be performed.
- b. The group may appear in special period costume.
- c. The singing is to be performed in the traditional and generally accepted manner of madrigal singing.
- d. Numbers are to be presented without accompaniment.
- e. The madrigal group may perform with or without a director.

12.43 Each ensemble will supply the judge with an original score of its selections. Measures must be numbered or the rating will be lowered one division.

12.44 Ensemble events will be given equal performance time with solo events at five minutes.

12.45 No ensemble composed of the same members can perform more than one piece in the same festival.

12.46 Substitutions may be made in any ensemble when an individual is prevented from participating, provided such substitutes are eligible under the rules established for the event. Substituting 50 percent or more of the members of an ensemble shall constitute a new entry.