



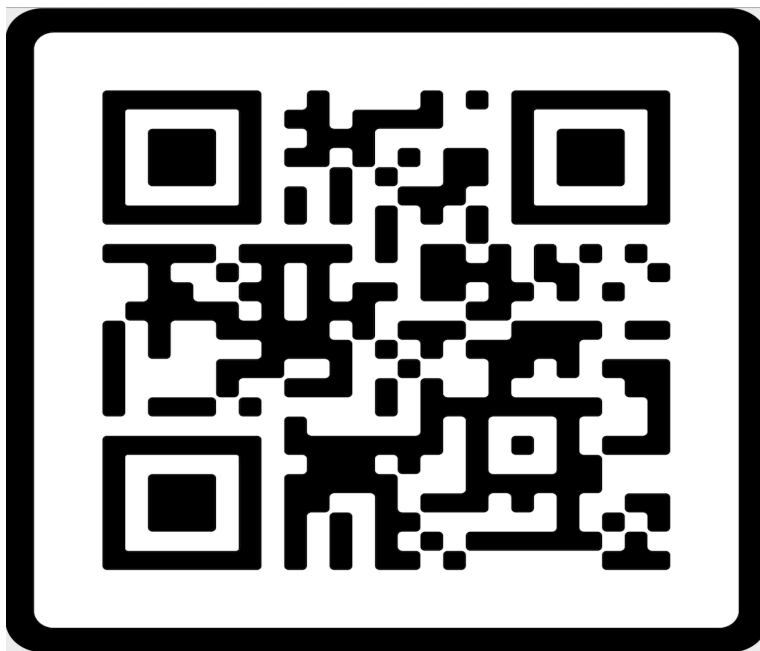
District 4 - North Central Meeting

August 19, 2023, 9am

Los Alamos High School & Google Meet

[SIGN-IN FORM](#)

Please click the link or scan the code to sign in on your phone



District 4 Mission Statement

Adopted August 2020

Mission: We serve students by providing high quality music learning & performing experiences.

Vision: To encourage higher levels of musical achievement through participation & collaboration in a quality professional setting.

Agenda

1. Call to Order

- a. 9:03 Zane Meek called to order
- b. Went over norms and expectations

2. Introductions and welcome new teachers to the district! 9:05

- a. [Welcome to the new year](#) from NMMEA President Ty Frederick
 - i. Band Director at Las Cruces
- b. If you are new to the district, please share your contact info using the Sign In form - accurate email addresses

3. Ethics Statement

"All NMMEA meetings, as well as reports and recommendations, are open to review by all members of NMMEA. We trust the judgment and the conduct of our members and anyone else in attendance to be ethically discreet at all times when discussing personalities and issues. NMMEA strongly encourages members to be positive and discreet when discussing our organization, its events and festivals, as well as fellow teachers. The very nature of music education embodies a broad spectrum of expressions exploring different paths to arrive at artistic and educational goals. Members are encouraged to recognize and remain open to varied approaches and to celebrate both our differences and our similarities."

"While guests are welcome only members of NMMEA/NAfME are eligible to vote and take part in discussions".

4. Approval of [May 2023 Minutes](#)

- a. @ 9:10 Gwen moves to approve
- b. Steve seconded
- c. Approved

5. Officer Reports

- a. President - Zane Meek @ 9:10
 - i. State Level Updates
 1. State summer workshops went to live only; participation has been dwindling. Looking to make changes to allow better access with less travel; perhaps regional workshops.
 2. All-State Audition Info is available on NMMEA website
 - a. It is your responsibility to get your students registered for auditions on time and to be sure they know what they have to do for the audition (etudes, measures, scales)
 - b. Oct 5 All State Audition [Town Hall](#)

- c. Online through Opus Events
- 3. All-State: @ 9:19
 - a. Be sure to renew your NAFME membership (and update your info if needed) so you can register students and yourself for the clinic and conference; you must also have a current membership to register for honor groups and MPA and to speak or vote on any matters presented at these meetings
 - b. Concert: Jan 10-13 @ UNM
 - c. Jazz (including the new Vocal Jazz group): Jan 19-21 @ NMSU
 - d. Registration deadlines:
 - i. Choir/Gtr/Orch - 10/2 (late 10/9)
 - ii. Band/Jazz - 10/9 (late 10/16)
 - e. Auditions
 - i. Choir/Gtr/Orch - 10/16-10/29
 - ii. Band/Jazz - 10/23-11/5
 - iii. !? After school guitar club can participate in All State? Neil question
 - 1. As long as registered NMMEA sponsors student, can be allowed?
 - f. Review the [NMMEA Handbook](#) for details about auditions
- 4. Review the [Monday Notes](#) from NMMEA; they contain important info for upcoming events, and reminders,
- ii. National level updates: @ 9:24
 - 1. NAFME has a [new website](#); check it out!
 - a. Supposed to be user friendly
 - 2. Focus on advocacy; NMMEA is doing a lot to lead in this area.
 - a. Shout-out to Neil Swapp, Amy Williams and Jennifer Rogers
 - b. Ensuring that music continues to be represented in legislative language regarding education
 - c. National level Recognition
 - d. Added Amy as Assistant Executive
 - i. Can respond to any questions
 - 3. Big push to help grow the profession; how you can help: @ 9:27
 - a. Identifying students whom you believe have potential as music educators
 - b. Start a Tri-M chapter? None currently exist in NM.
 - c. Engage with college professors to collaborate
 - i. Start with instate professors

- d. Identify barriers that prevent students from choosing a path in music ed
 - i. How can we encourage them?
 - ii. Is it a financial strain? Societal pressure?
 - iii. Create relationships with those students,
 - e. We have job openings, spread the word with people
 - f.
 - iii. Exec Committee Updates @ 9:32
 - 1. New SFPS Facilities Policies (in new business)
- b. Treasurer - *Valerie Collins* @ 9:34
 - i. [NCNMMEA Event Balances](#) - This shows our bank balance and income and expenses for each event. One event lost money, 3 events still have outstanding fees putting an additional event in the red, but overall we ended well in the black.
 - 1. Still have outstanding fees- schools can't register for new year events until outstanding fees are paid.
 - 2. Typically start \$11,000-12,000 in order to break even
 - ii. [District 4 State Data](#) - This shows how much we spent in each category.
 - 1. Gets turned into Neil every summer
 - 2. Matches the bank account but not the balances in the Event Reports
 - 3. Honor band music being bought by the district and not the VP
 - a. Each choir program has to buy their own honor music
 - b. Orchestra asked clinicians to buy it
 - c. Some budgets aren't available until later in the year
 - d. Treasurer only bought sight reading music, not honor ensemble music
 - e. How do we solve?
 - i. Raise the fee?
 - ii. Add a school fee to the student fee (Could be prohibitive to entry)
 - iii. "Sponsorship" by community bands
 - iii. Bottom line, we had a pretty good year last year, and are starting the year with \$8600 in the bank.
 - 1.
 - iv. Get your PO's in ASAP for all events: honor ensembles, MPA's, State, Solo and Ensemble, [All State](#) etc. The sooner you get those in place, the easier it will be on everyone. Make sure you include the date of the event. If you need a quote let Valerie know.

- v. For consideration: Hotel per diem as alternate option to NC booking?
Clinicians book their own hotel and pay the difference.
 - 1. Acceptable by Neil
 - 2. \$150 average in Los Alamos, \$200 in Santa Fe
 - 3. Word it with prevailing wage - the cost of the hotel the organization would book or equivalent, with a cap of x.
 - 4. Potential group rate for favorite hotels
 - 5. Jacob moves that we set a limit depending on the hotel we are using and that clinicians will be reimbursed that per diem, they can choose to book our preferred or book their own.
 - a. Three options
 - i. NCNMMEA will book hotels
 - ii. Clinicians can book their own and we will reimburse up to the per .
 - iii. Ask Local Clinicians to waive Hotel per diem if they can find other accommodations
 - b. Gwen seconded the motion, majority rules in favor
 - 6. Gwen moves to approve treasurer's report as it currently stands
 - a. Devin seconded the motion,
 - b. Treasurer's report has been accepted

6. Break into section meetings (20 Minutes) @ 10:00

- a. *Report Back Minutes Please!*
- b. General- [Agenda](#), [Meet Link](#),
Or dial:
(US) +1 219-281-4396 PIN: 262 505 440#
More phone numbers:
<https://tel.meet/ftc-sdqf-fys?pin=2976083398800>
- c. Band @ 10:12
 - i. Keep MPA as is, April 4-5
 - 1. New Issue: Capital Stage not feasible for larger groups, Los Alamos is available
 - 2. Las Vegas will have to go out of district due to those dates being during their spring break
 - 3. Rick moves to move MPA to Los Alamos, majority moves to accept. Motion passes.
 - 4. High school on 4, Middle school on 5th
 - ii. Clinicians
 - 1. HS has been confirmed
 - a. Music needs to be purchased

- i.
 - 2. MS has been confirmed
 - a. Music has not been confirmed
 - iii. Solo and Ensemble
 - 1. Keep it all instrumental or split it
 - a. Vocal vs. Instrumental
 - i. Keep it the same, just be more specific with host responsibilities, student helpers need to know what they are doing
 - ii. No need to break it up
 - iii. No longer printing for 2's
 - iv. Time blocks based per school- scheduling
 - b. Change the Judges sheet
 - i. Committee- Steve
 - 1. Having numerical score for each category to add up
 - ii. Make clinician responsibilities clear made by Chair
 - iv. Honor Band
 - 1. Percussion- not required to play chromatic scale, eliminating one scale and adding rudiments.
 - a. Steve edited over the summer, rolls are concert rolls, mallet etudes have been edited, no bell kits,
 - b. MS- only two timpani
 - c. HS- 4 timpani,
 - 2. No announcement in recorded auditions
 - a. Keep track of players A, B, C/1, 2, 3
 - b. Label with School Name Instrument and Instrument, and Number
 - v. State Band- Laura Eberhardt
 - 1. Would a random draw be fair to schedule for State Competition
 - 2. Should band/choirs be allowed to choose their time/date if they won state the year prior?
 - 3. SURVEY-google form
- d. Choir
- e. Orch


7. Officer Reports after section meetings @ 10:48

- a. VP General Music - *Jacob Lucero @ 10:49*
 - i. *Feb 24, 2024 Elementary Music Festival*
 - ii. *No location, TBA*

- iii. *Some clinicians in place*
 - iv. *Considering Fall Clinic for teachers in 2024*
- b. VP Band - *Ricardo Hernandez - 10:50*
- i. *MPA dates remained from last meeting*
 - ii. *New location: Los Alamos, potential transportation issues*
 - iii. *Honor Band*
 - 1. *Clinicians*
 - 2. *Rick will send out email for music*
 - iv. *Solo & Ensemble*
 - 1. *Keeping it as is, in favor of NOT splitting*
 - 2. *Potential solutions*
 - a. *Being clear with chair person/hosts about their responsibilities for event*
 - b. *Keeping judges on time*
 - c. *Being clear with judges expectations, no mini lessons*
- c. VP Choir - *Caleb Heaton @ 10:53*
- i. adickinson@sfps.k12.nm.us will add brief summary
 - ii. Add the full notes in the section break out section
 - iii. [☰ NCNMMEA Choir Divison Meeting Minutes - 8/20/23](#)
- d. VP Orchestra - *Gabe Tafoya @ 10:58*
- i. *Honor-*
 - ii. *Audition procedures*
 - iii. *MPA- dates/location confirmed*
 - iv. *In favor of splitting off of Band*
- e. NMAA Band Advisory Council - *Laura Eberhardt*
- i. *Survey Form*
- f. NMAA Choral Advisory Council - *Carmen Florez-Mansi*

8. Committee Reports @ 11:01

- a. [Handbook Review Committee](#)
 - i. Zane, Rick, Clarissa, Alicia, Valerie
 - 1. Still working on updates; will send out to members once completed
 - ii. Deadline September 9th
 - iii. Electronic vote once sent out to membership

- b. Audit Committee
 - i. President, Treasurer + at least 1 more member
 - ii. 2022-2023 audit was completed and submitted to NMMEA
 - iii. Would like to form the committee now to go over financials quarterly; half-hour online meeting
 - iv. Serve on the Audit Committee: Gwen volunteered
 - c. S&E Scoresheet Committee
 - i. Orch, Band, and Choir represented
 - ii. Elle W., Steve, Carla K, Alicia D.
 - iii. Move to same scoresheet as District 7?
 - 1. Share the progress so far
 - a. Example from Carla K. -
 -  District 4 HIGH SCHOOL RUBRIC SOLO OR ENSEMBLE
 - b. Will higher points being a lower score confuse students?
 - c. The levels are divisions, where I is the best and V is lowest
 - d. Discussion of details on the District 4 example
 - i. Proposed to use this rubric this year and adjust as needed after piloting
 - ii. Rick suggested having edits so a separate judging sheet for Choir, Winds, Perc, Strings, Guitar and Piano
 - iii. Judges definition sheet for clarification for each instrument section
 - iv. Steve moves use the d4 solo and ensemble sheet as presented and add to VP duties that when they hire the judges and how to interpret the rubrics
 - 1. Karla seconded the motion
 - 2. Steve amends motion as follows he moves to use the d4 rubric as presented for all sections of Solo and Ensemble.
 - a. Clarissa seconds, majority rules in favor
- d. Honor Band Audition Material Review Committee @ 11:28
 - i. Snare Drum Etude Rewrites pending (band section)
 - ii. [LINK](#) to all Honor Band Auditions
 - iii. Rewritten for clarifications
 - 1. Percussion still need to be put into the folder

9. NMMEA Awards @ 11:29

- a. Congratulations to LAPS for receiving the District Award of Distinction
- b. Congratulations to Gabe Tafoya and the SFHS Chamber Orchestra for their selection as the All State Honor Orchestra

- c. Nominations for 2025 awards will come around again in the spring

10. SY 2023-2024 Scheduling

- a. [Scheduling Spreadsheet](#)
- b. Elementary Festival
 - i. Date: Feb 24, 2024 - [will retain the February 24th date, location TBD](#)
 - 1. Discussion about dates - timing close to other events, big payout before money comes in, etc.
 - ii. Location: TBD - ECRA or Nina - [will be discussed in GM meeting - will contact El Dorado CS and decide between them and Nina in the fall.](#)
 - iii.
- c. Solofest - [double check and confirmed](#)
 - i. Date: 10/7/23
 - ii. Location: SFHS
- d. Regional Honor Ensembles
 - i. Choir -
 - 1. Date: 11/2/23
 - 2. Location: [Pojoaque Middle School Auditorium](#)
 - ii. Band - **CONFIRMED**
 - a) Date: 11/17-11/18, 2023
 - b) Location: SFHS
 - iii. Orchestra - **confirmed**
 - a) Date: 9/29/23 ← *new date*
 - b) Location: LAHS
- e. MPA
 - i. SPRING BREAKS:
 - 1. Pojoaque: 3/4-3/8
 - 2. Española: 3/11-3/15
 - 3. SFPS & LAPS: 3/25-3/29
 - 4. West Las Vegas: 3/13-3/15 (W-F)
 - 5. Las Vegas April 4- (going out of district for MPA)
 - ii. Choir - **confirmed**
 - 1. Date(s): 3/12 & 3/13, 2024
 - 2. Location: LAHS
 - 3. Registration Date: **Feb 2, 2024**
 - iii. Band - **confirmed**
 - 1. Dates: 4/4(HS) - 4/5(MS), 2024
 - 2. Location: CHS or LAHS (discuss in section meeting)
 - 3. Registration by February 23, 2024
 - iv. Orchestra - **confirmed**

1. Dates: 3/14-3/15, 2024
 2. Location: SFHS
 3. Registration by February 2, 2024
- f. Solo & Ensemble - **confirmed**
- i. Vocal S&E
 1. Date: 4/27/24
 2. Location: Nina Otero
 - ii. Instrumental S&E
 1. Date: 5/4/24
 2. Location: NMSA
 - iii. Separate Orch & Band Discussion
 1. Keep all Instrumental S&E together at this time
 - iv. Certificates for I Ratings
Medals for Best in Room - [change in handbook](#)
- g. NC-NMMEA Meetings
- i. Spring 2024
 1. Date: 5/18/24
 2. Location: LAHS
 3. @ 9:00am
- h. NMAA State Contest
- i. Choir: 4/12/23 - 4/13/23 @ Cleveland HS
 - ii. Band: 4/18/23 - 4/20/23 @ Cleveland HS

11. SY 2024-2025 Scheduling

- a. Takes place in Aug 2023
- b. TENTATIVE DATES
 - i. Fall General Meeting
 1. 8/17/2024
 - ii. Solofest
 1. 10/5/2024
 - iii. Honor Orchestra
 1. 9/27/2024
 - iv. Honor Choir
 1. 10/7/2024
 - v. Honor Band
 1. 11/15-16/2024
 - vi. Elementary Music Festival
 1. 2/22/2025
 - vii. Choir MPA
 1. 3/10-11/24

- viii. Orchestra MPA
 - 1. 3/13-14/25
- ix. Band MPA
 - 1. 4/2-3/24
- x. Vocal Solo and Ensemble
 - 1. April 25, 2025
- xi. Instrumental Solo
 - 1. May 4, 2025
- xii. Spring Meeting Exec
 - 1. May 15, 2025
- xiii. Spring General Exec
 - 1. May 16, 2025
- xiv. Honors Guitar
 - 1. Late February or April, 2025 - Date TBA
 - 2. High School, possibly middle school
 - 3. Vote needed to accept funding by NCNMMEA as a new event
 - a. Not enough interest to have VP in place
 - b. Would need to have a Guitar VP in place to plan events
 - c. Need to bring up in New Business in May General Meeting
- c. Hosts Needed! Join the fun today!

12. Old Business @ 11:57

- a. Handbook Committee - updates pending
 - i. We will make corrections then membership will vote electronically.
 - ii. Edits will be left in red, once approved, edits will be changed to black

13. New Business @ 11:58

- a. SFPS is now requiring a laundry list of documentation for any events we hold at their facilities. They have agreed to waive the fees unless it goes beyond basic cleaning and security.
 - i. Who will provide info to Cristina Gonzales (SFPS Fine Arts coordinator) for each event?
 - ii. For weekend events we may be able to have an administrator on site to avoid extra fees for security? - will investigate
- b. Splitting Solo and Ensemble
 - i. Orchestra in favor of separating from Instrumental S/E
 - 1. Orchestra discussed- a huge festival, not enough people running, parking becoming an issue, ran out of stands/chairs in warm up room

- a. Clarification: too much for one venue? Or too much for the venue we are using
- b. Karla proposes May 4 hosts strings and harmonizing instruments solo and ensemble and May 11 for band
- c. Feels more like a logistical issue
- d. Gabe will Chair Strings/Harmonizing, Karla will Host
- e. Jesse will host for Band, Chairperson - Pres & GMVP
- f. Karla proposed to do strings and harmonizing instruments solo & ensemble on May 4, 2024 and band solo & ensemble May 11, 2024
 - i. Jacob seconds, majority approves

14. Reminders @ 12:16

- a. Registration Reminders/checklist
 - i. Need current NAFME and NMMEA membership- check this by logging in at nafme.org.
 - ii. <https://www.nmmea.com/news-updates/po-steps-to-avoid-issues/>
 - iii. **Make sure NCNMMEA is in your district's system as a vendor.** (If not ask the Treasurer for an updated W-9 form)
 - iv. You must have a PO or check AT TIME of Registration -plan enough time for your business office to generate one! (at least a month in advance)
 - v. Don't wait until right before the deadline to register!
 - vi. All PO's must go to:
 - NC-NMMEA
 - c/o Valerie Collins
 - PO Box 31565
 - Santa Fe, NM 87594
 - vii. If you need a QUOTE (to get a PO), you can get the correct amounts for given events from [here](#); if that doesn't work, ask Valerie for an official quote.
 - 1. Only thing that changed \$7 for everyone, even groups
 - viii. If you need an INVOICE (to pay your PO) contact Valerie
 - ix. Remember All State registration and fees go to NMMEA **not** NC-NMMEA and vice versa.

15. Vacancies @ 12:19

- a. Espanola Valley Band
- b. Clayton Band
- c. Raton Band
- d. Roswell-Guitar

16. Announcements

- a. SFYSA Orchestra, Jazz, Mariachi - auditions in SF and LA
- b. End of August

17. Next Meeting & Adjournment @ 12:20

- A. May 18, 2024, 9am, LAHS
- B. Committee's still meeting
- C. Fee's Document needs to be put on website
- D. Dates documents needs to be put on website
- E. Laura E. - knows of a donated baby grand piano, contact her directly
- F. Todd Miller moves to adjourn meeting
 - a. Gabe seconds, majority approves.