

NMMEA District VII Fall Meeting
Monday, May 5th, 2025 - 5:00 pm
Location: M Building

A G E N D A

2025/2026 DISTRICT EVENT DATES (Draft)

Section VPs will finalize and update any changes to the events calendar.

Welcome: *Jordan Sayre, President*

Code of Ethics for NMMEA

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

Officers

President - Jordan Sayre - Eldorado HS

Secretary/Treasurer - Caitlynn Camacho - Madison MS

Communications and Technology – Andrew Vaughn - Manzano High School

VP HS Band – Josephine Gonzales - Highland HS (term ending))

VP HS Choral – Molly Weiers - (term ending)

VP HS Orchestra – Anthony Baca - Public Academy for Performing Arts (term ending)

VP MS Band – David Sorensen - Eisenhower MS

VP MS Choral – Garrett Keith - Cleveland Middle School

VP MS Orchestra – Luis DeVargas - Jimmy Carter Middle School

VP Guitar – Charlie Anderson - Van Buren Middle School

VP General Music – Cat Woo - Inez Elementary School

NMMEA State Level Information:

Announcement Executive Director and Assistant Director (NMMEA employees)

- Reminder for ensemble directors to consider submitting an application and recording for an honor ensemble.
 - Alternative/Guitar - (could be a non-traditional ensemble or guitar ensemble)
 - Choir & Orchestra - Large school preference
 - Band - Small school preference
 - General Music - Elementary ensemble

- Jazz - Small school preference
 - Resources
 - Application and more information [can be found here](#).
 - Submission process ([link](#)) as it has changed.
- 2025 State-Wide Dates
 - June 21, 2025 - NMMEA General Music Workshop (Eldorado HS, Albuquerque)
 - October 16-25, 2025 - Choir, Guitar & Orchestra All-State Auditions
 - October 25, 2025 - NMAA/NMMEA State Marching Band Contest (Registration link)
 - October 29-November 8, 2025 - Band & Jazz All-State Auditions
 - January 14-17, 2026 - All-State Music Festival & In-Service Conference (UNM)
 - January 22-24, 2026 - Jazz All-State (ENMU)

Treasurer's Report

Caitlynn Camacho, treasurer

- [LINK TO TREASURER DOCUMENT](#)
- UPDATED TREASURER'S FORM—Available at the Fall meeting.
- [CURRENT TREASURER'S FORM](#)—Please submit outstanding payments ASAP. Books close in July.
- How to Complete a PO Request for APS
 - PO Request, PO Approved, Submit Invoice, Payment Cut
 - It is within your bookkeeper's rights to refuse to process a payment for an event that has already passed. Your payment is still expected for you to be eligible to be scheduled for events next year.
- Facilitron and APS facility use
 - If you use an APS facility you must book the facility through Facilitron through the site host. Procedures will be added to the site host duties. This affects our ability to pay for use of facilities and insurance—we want to make sure we've followed procedures for using APS facilities.
- If you host an event at your school, submit your W-9 to your VP or to Caitlynn. Save any receipts for purchases related to hosting the festival/event for reimbursement. (Check with your VP to make sure you are working within your budget.)
- Treasurer term ending next year. Nominate treasurer elect.

Educator News:

News in District 7:

- Are you or do you know someone who is new to District 7? - Introduce yourself!
- Garret Keith- Golden Apple Finalist
- National Boards Passed:
 - Jeremiah Neely
- Arts Proclamation from Governor Michelle Lujan Grisham

NMAA Recognitions:

- NMAA State Choir Contest
 - Public Academy for Performing Arts Choir- 1st Place
 - La Cueva High School Choir- 4th Place
 - Eisenhower Middle School Choir- 2nd Place
- NMMA State Concert Band Contest
 - La Cueva High School Band - 1st Place
 - Volcano Vista High School Band- 3rd Place
 - Tony Hillerman Middle School Band- 2nd Place

Nominations for NMMEA Awards:

We will nominate a committee to review nominees. Each section (band, choir, orchestra, guitar) will need to submit a name for each award in their section meeting. First form a committee. Nominations MUST be submitted to [this form](#) before the committee meets during the week on May 13th.

Committee volunteers:

- Orchestra: Luis DeVargas, Canice Laubhan
- Band: Tyler North, Stephen Snowden Jr.
- Guitar: Paul Nielsen
- Choir: Evan Aguilar
- Elementary: Cat Woo

Awards Nomination Criteria and Process:

- [Criteria](#)
- [Process](#)
- Nominating Committee Members
 - Will meet before June 1st and finalize nominations. Names must be submitted BEFORE June 1st by the President.
 - Nominators must obtain the required information for the submission
 - Motion to accept committee members-Caitlynn, second-Steve; motion passes
- Nominations:
 - Administrator of the Year
 - Award of Distinction
 - Educator of the Year
 - Emeritus Teacher of the Year
 - Hall of Fame
 - John Batchellor Award for Elementary Education
 - New and Emerging Music Teacher of the Year

President's Report: *Jordan Sayre, President*

Reminders:

- You must be a member of NMMEA in order to participate in NMMEA events.
- If you need the NMMEA District VII printer let me know and we'll make arrangements.
- Facilitron
 - Must use Facilitron to book facilities in APS. This goes with janitorial services and (depending on the size of the event) security. An NMMEA officer will likely manage this responsibility through the NMMEA email that is setup in Facilitron for these events.

Data for District VII Auditions and Events

- [Follow this link for interesting data about District 7 Participation](#)

District 7 Officer terms ending in Spring 2025

- High School Vice President Band-
- High School Vice President Choir
- High School Vice President Orchestra
- Elementary Vice President
- Communications Vice President (obsolete position because of new NMMEA procedures)

From the Handbook/Bylaws of District 7:

"Election of Officers and Service Period

All officers are to be elected for two-year terms (except in the case of vacancy fulfillment) using the following guidelines:

- (1.) President, Middle-School Vice Presidents, Guitar Vice President and Secretary-Treasurer will be elected on even years.*
- (2.) High-School Vice Presidents, Elementary Music Vice President and Communication and Technology Officer will be elected on **odd years**.*
- (3.) In cases where partial terms are necessary (such as vacancy fulfillment), elections still follow the schedules outlined in the two previous points.*

District Documents:

- [Bylaws and Constitution](#)
- [Handbook and Procedures](#) updated fall 2022

New Business:

Governance Update- Secretary-Treasurer Position and Bylaws

- Need to create a volunteer committee to update the bylaws by July 14th to present to the membership before the next general meeting.
 - **Nominations: Tyler North, Daniel Sault, Anthony Baca, Caitlynn Camacho, Jordan Sayre**
 - **Motion to accept committee: Steve, second-Gabriel; motion passes**

- [Link](#) to Bylaws and Constitution recommendations- will discuss in committee among NMMEA Officers/Members over the summer and present a final draft to the membership 30 days before the August meeting.
- Need to amend the bylaws to allow for a Secretary position. This will be to replace the now obsolete “Communications” position but this person will fulfill duties including:
 - Taking notes at meetings and collecting notes from each section to include in the final meeting report.
 - Working alongside the president in collecting information and data
 - Working along with the treasurer to facilitate collecting funds, completing NMMEA audits,
 - Working with the section VPs (Band, orchestra, choir, guitar) and president to maintain a simple “one stop shop” website for all the information any District 7 NMMEA member needs.
 - Will need to “officially” adopt changes at the Fall Meeting if the summer committee accepts.

Proposed Amendment – Section III: Secretary

The Secretary shall be responsible for keeping accurate minutes of all meetings of the organization and collecting meeting notes from each section to compile a comprehensive meeting report to the President. The Secretary shall assist the President in collecting and organizing relevant data and information, work collaboratively with the Treasurer to facilitate financial documentation and audits, and support the Section Vice Presidents (Band, Orchestra, Choir, Guitar) in maintaining an up-to-date and accessible District 7 NMMEA website for membership communication and resource sharing. The Secretary shall also handle general correspondence on behalf of the organization. Will work alongside the District President and Vice Presidents to secure facility usage.

Section IV: Treasurer

The Treasurer shall be the custodian of all organizational funds and shall provide accurate accounts of all monies received and disbursed. The Treasurer shall work in collaboration with the Secretary and President to ensure accurate financial documentation, support audit preparation, and maintain transparency in all fiscal matters. The Treasurer shall also assist in the timely collection of funds and ensure compliance with all relevant NMMEA financial policies.

Andrew Vaughn volunteers for secretary position. Will be voted on at fall meeting.

Proposed handbook change to be voted on in Fall General Meeting in August:

- Committees will form within sections to write the handbook to reflect common and current practices.
 - Adult performers
 - Code of Conduct

Article VII: Clarification of Educational Purpose for Activities

District VII events—including but not limited to Music Performance Assessments (MPA), Solo and Ensemble Festivals, and other adjudicated or evaluated performances—are established solely for the educational benefit of students. These events are student-centered and designed to provide learning, feedback, and recognition opportunities that support student growth in music education. Educators receive educational feedback solely on the performance of their students, not on their own participation or musicianship.

The New Mexico Music Educators Association (NMMEA) provides professional development opportunities for adult educators through a variety of conferences and events throughout the year. These offerings serve as the designated platforms for teacher enrichment and professional learning, separate from student-focused festivals and evaluations.

District VII acknowledges the essential relationship between the educator and student in performance settings. In these contexts, the role of the educator is to conduct, direct, or supervise the ensemble—not to perform as a member of it. The only exception to this policy is in choral settings where teacher participation as an accompanist may be necessary and appropriate.

Participation by adults in performance roles alongside students during adjudicated events is not permitted unless expressly approved for educational demonstration purposes. This policy helps preserve the educational integrity of student-focused evaluations and ensures that feedback remains centered on student development.

NEW HANDBOOK ADDITION Code of Conduct for Participants (Directors, Students, and Audience)

Code of Conduct for Participants

Participation in District VII NMMEA events is a privilege extended to students, educators, and adult supporters. To ensure that all events maintain the highest standards of professionalism, respect, and educational value, the following Code of Conduct shall apply to all participants. Failure to adhere to this Code of Conduct may result in disciplinary action, including removal from the event, notification to the participant's school administration, and/or suspension from future District VII activities.:

1. Professional Behavior:

All educators, students, and adults are expected to conduct themselves with professionalism and respect toward all NMMEA officers, site hosts, adjudicators, event staff, volunteers, and fellow participants. Disrespectful, abusive, disruptive, or otherwise unprofessional behavior will not be tolerated and may result in disciplinary action, including removal from participation of the event or future participation restrictions.

2. Student Supervision:

Educators are responsible for the supervision, behavior, and safety of their students at all times during District VII events. Adequate adult supervision must be maintained throughout the entirety of the event, including transitions, warm-ups, performances, and awards ceremonies.

3. Audience Etiquette:

All participants and attendees must demonstrate appropriate audience etiquette. Talking, disruptive behaviors, or use of electronic devices during performances is prohibited. Participants are expected to remain for the duration of performances when possible, showing respect to all performers. Specific audience behavior concerns must be brought up to the site host or Vice President for the event and they will address any issues after any potential infraction.

4. **Event Attendance and Punctuality:**

Participants are expected to arrive on time, adhere to assigned schedules, and fulfill all event obligations in a timely manner. Late arrivals or missed performance times may result in forfeiture of performance and evaluation opportunities.

5. **Facility Respect:**

All participants are expected to respect host facilities. This includes proper use of performance areas, rehearsal rooms, restrooms, and common spaces. Any damage to facilities or equipment may result in liability for the responsible individual(s) or sponsoring organization.

6. **Compliance with Policies:**

All participants must comply with event-specific rules, site-specific regulations, and any directions given by event organizers or hosts. Noncompliance may result in immediate dismissal from the event.

7. **Complaint Procedure:**

Concerns or complaints must be addressed through appropriate, professional channels. Participants should bring concerns to the event coordinator, site host, or a designated NMMEA officer in a respectful manner. Public confrontations or hostile behaviors toward staff or volunteers will not be tolerated and any such confrontations can result in the grievance not being considered.

Nomination of treasurer-elect

Nominations: Gabriel Velasco (Caitlynn), second (Tyler)

Motion that noms cease (Molly); Gabriel is elected!

Guests:

Albuquerque Youth Symphony

- Dan Whistler

University of New Mexico

- New Music Education Professors, Dr. David Edmonds

APS Fine Arts

- Lena Fahrenkrog- Negotiated agreement **Lena Fahrenkrog** lena.fahrenkrog@aps.edu
 - email your issues!
- Chris Smith- APS Repair
 - Complete your list of unusable instruments for shop data, send to Andy
 - Please make appointments before dropping into the shop
 - For summer repairs, please keep it to instruments you will actually need; no “projects”
 - Contact Andy for a list of your instruments that are in the shop (inventories are due by 5/30)
 - Chris is willing to come to your school to help assess instrument piles.
 - Pick up/delivery monthly in each quadrant (more info to come from FA office)
- Joe Gershin-APS FA
 - Proposal has been submitted to APS to pay for all secondary NMMEA memberships and MPA registrations

Motion to dismiss to section meetings: Steve, second-Cat; motion passes

Section Meetings

Led by section VPs.

VPs - Before leaving: Make sure your section shares its meeting minutes with Andrew Vaughn, Caitlynn Camacho, and Jordan Sayre.

(Vice Presidents Presiding)

Guitar Agenda

-

Orchestra Agenda

-

Choir Agenda

-

Band Agenda

-

General Music Agenda