

SOUTHEAST REGIONAL  
**FINE ARTS**  
*Festival*

IN PARTNERSHIP WITH ACSI  
HOSTED AT NORTH RALEIGH CHRISTIAN ACADEMY



**CHORAL FESTIVAL**  
DIRECTOR'S HANDBOOK



## **Table of Contents**

Important Information – 3

General Information and Guidelines – 4, 5

Director's Checklist – 6

Choir Adjudication Form – 7

Vocal Solo & Ensemble Adjudication Form – 8

## **Important Information**

Thank you for preparing your students and being a part of the Southeast Regional Choral Festival! Your labor of love in Christ's name is truly appreciated. Please feel free to ask questions along the way.

This festival is hosted by North Raleigh Christian Academy and is in partnership with the ACSI Student Leadership & Learning team. Through participation, students discover their talents, reinforce their biblical worldview and increase their cultural influence for Jesus Christ.

### Submission of Fees

Attendee fees are paid at the time of registration. All forms, submissions and sign-ups are due 6 weeks before the event. To avoid a Cancellation/No-Show Fee of \$200, which covers your school's share of various event expenses, notify the Festival Chair at least 60 days before the event if you are unable to attend. Withdrawing within 60 days of the event takes away the opportunity for schools on the waitlist to participate and makes it increasingly difficult for the Festival Chair to plan for the event.

#### Fee Structure:

Student Attendees: \$15 per student for largest group

Choirs (13+ students) and Large Ensembles (5-12 students): \$45 per group, after the 1<sup>st</sup> group is paid for above

Small Ensembles (2-4 students): \$35 per group, after the 1<sup>st</sup> group is paid for above

Soloists: \$15 per student

### Volunteers

Each school should provide one adult chaperone per 10 students. Failure to meet this volunteer requirement will result in removal from the event. School registration and participation fees will still be assessed in such a case. To protect students participating in this event, the school administration must affirm that all staff and volunteers the school provides meet its internal policies and standards and state requirements for working with children in a K-12 private school setting.

### Insurance

All schools participating in the Southeast Regional Festival event must have adequate insurance coverage for students and sponsors/teachers. NRCA, in partnership with ACSI, does not assume responsibility for these coverages. The school's student accident insurance should cover the most reasonable and customary medical expenses. Workers' compensation should cover sponsors/teachers. Events include but are not limited to art, math, music, speech, and spelling events.

## General Information and Guidelines

### Description

The Southeast Regional Choral Festival is not a competition. Each group is evaluated against a standard of excellence and not in comparison to other groups. Each choir (13+ students) must perform two (2) memorized pieces for adjudication. An optional brief warmup piece or scale may be performed to acclimate to the performance space and will not be adjudicated. There will be a 10-15 minute Clinic/Workshop afterwards with one of the adjudicators to give immediate feedback.

Each Large Ensemble (5-12 students) must perform one (1) memorized piece for adjudication. An optional brief warmup piece or scale may be performed to acclimate to the performance space and will not be adjudicated. There will be a brief Clinic/Workshop afterwards with the adjudicator to give immediate feedback.

Optional: Solo and Small Ensemble (duet, trio, quartet) adjudications may be included in the Choral Festival if there are enough registrations to warrant hiring a separate adjudicator. Each Solo or Small Ensemble will perform one (1) memorized piece for adjudication, with the adjudicator giving immediate one-on-one feedback afterwards.

### Eligibility

Participants must be part of functioning groups within a member school or homeschool, comprised of students in grades 6-8 (Middle School) or grades 9-12 (High School). The exception to this is soloists.

### Performance Guidelines

Pieces found on an approved state festival list are acceptable for all grade levels but must be suitable for a Christian school event. Pieces not on a state-approved list should still meet festival guidelines. The two (2) adjudicated pieces should be in contrasting styles (i.e. sacred/contemporary; accompanied/a cappella; lyrical/up-tempo; English/foreign language; etc.).

1. Pieces where the emphasis is placed on choreography, show appeal or dramatic interpretation are not acceptable. Choose pieces that present a positive testimony.
2. All aspects of selected music must be acceptable to Christian standards and educational values as they relate to lyric, rhythm, etc. Popular, rock, country, jazz and show tunes are not acceptable. While some of these categories may be acceptable for other performances, the purpose of this event is to encourage and promote quality academic music literature.
3. Copied music will not be accepted, unless accompanied by a letter of permission, on letterhead stationery, from the copyright holder. Music purchased online should have a copy of the online receipt attached.

### Performance Guidelines

1. All groups/soloists should dress appropriately for a festival performance.
2. Performances must be with live accompaniment only. No pre-recorded or soundtrack accompaniment is permitted.
3. Choirs are responsible for providing their own accompanist. Accompanists should not play for more than 4 groups/soloists due to scheduling difficulty. Please plan accordingly.
4. It is recommended that the choir director or a student introduce each piece (title and composer/arranger) prior to their adjudication.
5. Please allow time between pieces for the adjudicators to finish writing or recording comments before moving on to the second piece.

### Memorization Requirements

All choral/vocal music must be memorized. There will be a penalty of one (1) rating if the music is not memorized, if the required number of pieces is not performed, or if original scores are not provided.

### Adjudication

Choirs will be evaluated by up to three (3) qualified adjudicators. Large Ensembles, Small Ensembles and Soloists will be evaluated by one (1) qualified adjudicator. Each adjudication will be followed by a brief Clinic/Workshop with an adjudicator to give students and director immediate feedback on their performance. Directors are to provide clean copies of their original scores with measures numbered and any alterations noted for the adjudicator(s) to review.

### Recognition

As a result of the adjudication, each Choir/Large Ensemble/Small Ensemble/Soloist will receive a certificate and ribbon based on the following scale:

Platinum = 7-10 points

Gold = 11-14 points

Silver = 15-20 points

Bronze = 21+ points

Note: A penalty of one (1) overall rating will be levied against those who 1) have not memorized their performance pieces, 2) fail to provide original scores, or 3) fail to perform the required number of pieces.

## Director's Checklist

- Carefully review the Director's Handbook.
- Select two (2) contrasting pieces for Choir adjudication with an optional warmup piece (not for adjudication). Select one (1) piece for Large Ensemble adjudication with an optional warmup piece (not for adjudication). Select one (1) piece for Small Ensemble/Soloist adjudication. The selections must be published, festival-quality works with lyrics appropriate for a Christian school event.
- Arrange for an accompanist, if needed. (Accompanists should not play for more than 4 groups/soloists due to scheduling difficulty. Please plan accordingly.)
- Attendee fees are paid at the time of registration. All fees are due at the time of registration, and forms, submissions and signups are due six (6) weeks before the event.
- Complete the Group Information Submission Form (via link) six (6) weeks before the event. This includes Choirs, Large Ensembles, Small Ensembles and Soloists.
- Prepare students for the Choral Festival. All music must be memorized.
- Collect a clean copy of original scores with measures numbered for the adjudicators to review. Three (3) original scores for Choirs and one (1) original score for Large Ensembles, Small Ensembles and Soloists. Be sure to note any alterations to the original score.
- Print three (3) copies of the Choir Adjudication Form for each Choir to bring to the Choral Festival. Be sure to complete the top section of each form before the event. Print one (1) copy of the Solo & Ensemble Adjudication Form for each Large Ensemble/Small Ensemble/Soloist to bring to the Choral Festival. Be sure to complete the top section of the form before the event.
- Optional: Print three (3) copies of the Group Bio Form to include in the Adjudicator's packets for each Choir. Print one (1) copy of the Group Bio Form to include in the Adjudicator packet for each Solo/Ensemble.

# CHOIR ADJUDICATION FORM

Name of Choir: \_\_\_\_\_ # in group: \_\_\_\_\_ Age of group: \_\_\_\_\_ MS \_\_\_\_\_ HS \_\_\_\_\_

School: \_\_\_\_\_ Director: \_\_\_\_\_

Warm-Up Selection \_\_\_\_\_ Composer: \_\_\_\_\_  
(optional - not for adjudication)

Selection #1 \_\_\_\_\_ Composer: \_\_\_\_\_

Selection #2 \_\_\_\_\_ Composer: \_\_\_\_\_

*Deduction of one rating if:  no original scores  music not memorized  failure to perform required # of pieces*

<b>ADJUDICATOR: WRITE COMMENTS AND DETERMINE A RATING OF PLATINUM, GOLD, SILVER, or BRONZE</b>  Platinum = 1 pt, Gold = 2 pts, Silver = 3 pts, Bronze = 4 pts  <b>Comments may be continued on reverse side</b>	Selection #1				Selection #2			
	Platinum 1	Gold 2	Silver 3	Bronze 4	Platinum 1	Gold 2	Silver 3	Bronze 4
<b>Tone Quality</b> (Vowel purity, vocal placement, clarity)								
<b>Technique</b> (Articulation, diction, attacks, releases, vocal energy, breath support/management)								
<b>Balance/Blend</b> (Within sections, throughout choir, and with accompaniment)								
<b>Accuracy of pitches/intonation</b> (Part accuracy, tendency to be sharp or flat)								
<b>Accuracy of rhythm</b>								
<b>Interpretation</b> (Expression, tempo, phrasing, style, dynamics, etc.)								
<b>Other</b> (Discipline, posture, appearance, stage presentation, selection of music, selections acceptable to Christian standards)								
<b>CALCULATED TOTALS FOR EACH SECTION</b>								

<b>RATING TOTALS:</b>	
Platinum	7-10
Gold	11-14
Silver	15-20
Bronze	21+

\*Judges are to adjudicate each selection (#1 and #2) in the section provided for each. The calculated total for each section will be added together and then divided by 2 to figure the TOTAL POINTS and the OVERALL RATING. (see box with RATING TOTALS).

TOTAL POINTS: \_\_\_\_\_ OVERALL RATING: \_\_\_\_\_

\_\_\_\_\_  
ADJUDICATOR'S SIGNATURE

\_\_\_\_\_  
DATE

# VOCAL SOLO & ENSEMBLE ADJUDICATION FORM

Ensemble/Solo Name: \_\_\_\_\_ # in group: \_\_\_\_\_ Age of Ensemble/Solo: \_\_\_\_MS \_\_\_\_HS

School: \_\_\_\_\_ Director: \_\_\_\_\_

Warm-Up Selection \_\_\_\_\_ Composer: \_\_\_\_\_  
 (optional - not for adjudication; open to Large Ensembles only)

Selection: \_\_\_\_\_ Composer: \_\_\_\_\_

*Deduction of one rating if:  no original score  music not memorized*

<b>ADJUDICATOR: WRITE COMMENTS AND DETERMINE A RATING OF PLATINUM, GOLD, SILVER, or BRONZE</b>  Platinum = 1 pt, Gold = 2 pts, Silver = 3 pts, Bronze = 4 pts  <b>Comments may be continued on reverse side</b>	Platinum 1	Gold 2	Silver 3	Bronze 4
<b>Tone Quality</b> (Vowel purity, vocal placement, clarity)				
<b>Technique</b> (Articulation, diction, attacks, releases, vocal energy, breath support/management)				
<b>Balance/Blend</b> (Within sections, throughout choir, and with accompaniment)				
<b>Accuracy of pitches/intonation</b> (Part accuracy, tendency to be sharp or flat)				
<b>Accuracy of rhythm</b>				
<b>Interpretation</b> (Expression, tempo, phrasing, style, dynamics, etc.)				
<b>Other</b> (Discipline, posture, appearance, stage presentation, selection of music, selections acceptable to Christian standards)				
<b>CALCULATED TOTALS FOR EACH SECTION</b>				

**RATING TOTALS:**

Platinum	7-10
Gold	11-14
Silver	15-20
Bronze	21+

\*Judges are to adjudicate based on the provided rubric above. The calculated total for each section will be added together to determine the **TOTAL POINTS** and **OVERALL RATING** (see box with **RATING TOTALS**).

TOTAL POINTS: \_\_\_\_\_ OVERALL RATING: \_\_\_\_\_

\_\_\_\_\_  
 ADJUDICATOR'S SIGNATURE

\_\_\_\_\_  
 DATE