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ORGANIZATION AND ADMINISTRATION OF A VOCAL  
COMPETITION FESTIVAL

THESIS

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Fulfillment of the Requirements

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## CHAPTER I

### MUSIC COMPETITION FESTIVALS

#### Definition and Need of Study

The success or failure of the contest or festival is largely determined by the way in which the event is organized and administered. The present study will deal with this all-important phase of the contest or festival--the organization and administration of a vocal competition festival. The writer has no intention of setting down a set of rules and regulations to be followed by all directors of contests in all situations. He rather would suggest the use of a set of findings which should help contest directors to organize and administer an event which should be of great educational value both to the directors and the students.

The conviction that the music competition festivals should be better organized and better administered has led to the study of this topic by many serious-minded music leaders. Many of the faults and objections to the contest festival have been the direct result of improperly planned and improperly conducted events. Much has been written about the lack of well-planned events but little has been written about

how to correct this fault.<sup>1</sup> "I, too, have had serious difficulty in securing references for the administration of contests."<sup>2</sup> Many have recognized the fault but few have offered a remedy through concrete findings in actual use.

#### Brief History of the Contest Movement

The participation in music contests is almost as old as the recorded history of man. The early Greeks had contests in music performance as well as in literary and athletic events, some of which date back to the sixth century, B. C. The Welch Eisteddfod, devoted largely to competition in singing and in the performance on musical instruments, is mentioned as early as the seventh century. The Festivals or Tournaments of Song instituted in Germany by the Minnesingers in the twelfth and thirteenth centuries and Meistersingers in the fourteenth, fifteenth, and sixteenth centuries were devoted to competitions between individual bards, represented faithfully in Richard Wagner's Tannhaeuser and Die Meistersinger. The Musical Competition Festival, organized in England in 1882, grew into the British Federation of Musical Competition Festivals. This latter organization has had considerable influence on practices in the United States. "In the United States, until well into

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<sup>1</sup>Hollis Dann, Musical Competitions and Their Results, Music Teachers National Association Proceedings, p. 347.

<sup>2</sup>Letter from F. W. Savage, Director of Music Activities, University Interscholastic League, Austin, Texas, June 8, 1949, Appendix, p. 54.

the twentieth century, musical competitions were restricted to the German Saengerfest and the Welch Eisteddfod, and the participants were drawn almost exclusively from adult organizations."<sup>3</sup> The Inter-Collegiate Glee Club Contests, initiated at Harvard in 1913, and the Associated Glee Clubs of America, organized in 1924, both influenced the spread of musical competitions between high schools.<sup>4</sup> By 1926 state-wide high school music contests were being carried out in about twenty different states.<sup>5</sup> In 1928 the National School Band and Orchestra Associations compiled lists for solo and ensemble music which was to be used in the various competitions. In 1937 the National School Vocal Association began compiling music lists for state and national competitions, including mixed chorus, accompanied and unaccompanied; male voices; female voices; small vocal ensembles. In 1937 the United States was divided into ten regions for the purpose of holding regional competitions, with national rules and national standards of adjudication. Today the competition movement is more or less strongly entrenched in every state in the union.<sup>6</sup>

#### Sources of Data

This study is the result of fifteen years of participation in contests and festivals. During five of these years

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<sup>3</sup>Peter W. Dykema and Karl W. Gehrrens, High School Music, p. 310.

<sup>4</sup>Dann, op. cit., p. 348.      <sup>5</sup>Ibid., p. 349.

<sup>6</sup>Dykema and Gehrrens, op. cit., p. 310.

the writer was a contest director and has served as an adjudicator at a number of events. There has been a growing determination on the part of the writer to put down in concrete form some of the important phases of the organization and administration of the contest. Detailed notes and suggestions have been kept on file and studied. Many books by well-known music educators have been studied. National, state and local contest bulletins and pamphlets, such as the School Music Competition Festivals Manual published by the Music Educators National Conference and the Teachers of Music Education Association Contest Festival Bulletins have been used. Various bulletins and mimeographed material issued by the University Interscholastic League, Austin, Texas, have been found valuable in this study. Many comments and criticisms have been noted and tabulated and many encouraging and helpful letters have been received relative to this study. Many music educators are thoroughly convinced that many or most of the objectionable features of the contest festivals may be eliminated by a studied organization and competent administration of this event.<sup>7</sup> This study should prove of great value to those who, like the writer, were unable to find concrete help in eliminating the features of the competition festivals which have caused the most criticism,

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<sup>7</sup>A. R. McAllister, Contest Management, Music Educators National Conference Yearbook, pp. 351-354.

namely, poor organization and administration. No effort has been made to list the arguments for or against the competition festival but rather to help make this event what it should be--an educational, inspiring and satisfying tool by which music education in the United States may reach new levels of achievement. Carol M. Pitts says that the well-organized competition festival may achieve the following values: stimulation and motivation, growth of student and teacher, opportunity for measurement, critical evaluation and constructive criticism.<sup>8</sup>

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<sup>8</sup>Carol M. Pitts, Contest Festivals, Music Educators National Conference Yearbook, pp. 349-350.



## CHAPTER II

### RULES AND REGULATIONS

The music organization which wishes to participate in the Regional Music Competition Festivals of the University Interscholastic League must observe certain rules and regulations which are contained in the University of Texas Publication No. 4814, Constitution and Rules of the University Interscholastic League, pages 70 to 89. The State Director of Music Activities for the Interscholastic League, F. W. Savage, is directly in charge of this phase of activity. Amendments and changes to the plan may be made from time to time upon the recommendation of such changes through the regular legislative machinery of the League.

Most of the rules and regulations concerning participation of music groups are the same as for other types of participation under the League Plan, although a few apply only to music groups.

An acceptance card must be filed by each separate school not later than February 15, and the school membership dues must have been paid for the current year. Schools are divided into conferences according to the number of students enrolled. Schools may enter a higher conference than the enrollment would indicate but may not enter a lower conference.

The state of Texas is divided into ten regions for the competitions, each known as a Regional Competition of a certain number according to location. Region IX consists of seven counties in south Texas.

The State Executive Committee appoints an Executive Committee in each of the ten regions, this group being known as the Regional Executive Committee and made up of five school administrators. The Regional Executive Committee selects a Band Contest Chairman, a Vocal Contest Chairman and an Orchestra Contest Chairman.<sup>1</sup> In Region IX the music directors select and recommend the various contest chairmen who are then certified by the Executive Committee, and act in an advisory capacity to the Executive Committee. The details of organizing and conducting the competition festival are left to the various contest chairmen, since the superintendents involved have little practical knowledge of music affairs and even less time to devote to the organization and execution of the competitions. The contest director is held responsible for organizing and conducting the affairs pertaining to competitions and for enforcing the rules and regulations.

The Regional Executive Committee has seldom been utilized to the full extent of which it is capable of functioning in the organization of the Competition Festival.

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<sup>1</sup>University Interscholastic League, Constitution and Rules, July 15, 1948, Sec. 4, p. 72.

Since various rules and regulations are subject to change from year to year the writer will simply urge that participants study all rules and regulations as they are published for the current year of participation.

## CHAPTER III

### ORGANIZATION OF THE COMPETITION FESTIVAL

#### Preliminary Preparation

Early in the school year, usually in September, the Regional Executive Committee and the Band, Vocal and Orchestra Chairmen meet to select a date and a place for the Competition Festivals. This is very important since many conflicts may arise because of previously scheduled events or anticipated events which may affect individual schools or many schools. Once the dates have been set these dates are posted on all school calendars of yearly events and conflicts are thus avoided. The duties of the Contest Directors are discussed and clearly defined, rules and regulations are read and an understanding is achieved as to the exact duties of the Contest Chairman.<sup>1</sup>

As soon as possible a meeting is called of all music directors. In this meeting the contest date and place are announced and rules and regulations are discussed. Plans for the year are made, meeting dates are set and committees are appointed.<sup>2</sup> There should be a meeting of all music directors at least once a month. In Region IX all vocal

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<sup>1</sup>Minutes of Executive Meeting, see Appendix, p. 37.

<sup>2</sup>Committees of Directors, see Appendix, p. 50.

music directors met on the first Sunday afternoon of each month at 3:00 P.M. at a previously announced place. These meetings were held in a different town each month. The host school provided a place to meet and served refreshments after each meeting. These meetings are not only helpful but quite necessary to the preparation and administration of an educationally sound contest or festival. After each meeting a bulletin was prepared which gave the proceedings of the meeting and announcements of other meetings and events. A correct mailing list of all vocal music directors in Region IX was compiled so that bulletins might be sent and announcements made directly to the people concerned. These bulletins containing the minutes of meetings and announcements saved much confusion and misunderstandings which usually arise when all directors do not have this very necessary information.<sup>3</sup>

In accepting the invitation of a school to hold the contest at that school many factors should be considered. A centrally located place which has the necessary equipment to handle the contest is of prime importance. Once the place has been selected the school authorities should be contacted for verification.

In the first meeting of vocal directors various judges are nominated and finally selected by popular vote. At least three alternates should be selected in case one or more

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<sup>3</sup>Region IX Bulletins, see Appendix, p. 32.

of the selected judges is unable to serve. Each person nominated to judge should be openly discussed to determine his qualifications, fairness in judging, value of constructive comments given and availability as to distance and dates. The judges are then contacted as soon as possible and verification of acceptance is requested.

Committees made up of directors are asked to meet and make plans for the year and to report to the next meeting.<sup>4</sup>

Monthly meetings are invaluable in planning and executing the proposed events for the year. Aside from the contest many other worthwhile activities are planned. Educational problems and methods are discussed; plans for exchange of assembly programs are made; exchange visits of conductors are scheduled; various choral groups are used as demonstrations of choral techniques; and interest is aroused not only in contests but in festivals and real music education.

In Region IX during the 1948-1949 school year two festivals were planned and carried to completion. The first was the All Valley Chorus which was made up of over four hundred high school students representing ten different schools which sang at the Valley Midwinter Fair at Harlingen on Thanksgiving to an audience of over two thousand people. The second such occasion was the All Valley Chorus which sang for the Valley

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<sup>4</sup>Committees of Directors, see Appendix, p. 50.

Wide Easter Sunrise Service at Sunrise Hill near Mercedes. This chorus consisted of four hundred and fifty high school choral members and nearly two hundred junior high school students. The audience numbered about eight thousand people. The sacred pageant was presented by the speech department of A and I College while the chorus supplied the musical prologue and the incidental music. By the time the contest was held many or most of the members of the choruses of the various towns were very good friends, having sung together on two public performances and many rehearsals, and were competing in a very friendly fashion, each wishing the other the very best of luck in the contest.

The planning together of these two festivals and the contest by the various directors helped to make a well organized contest and at the same time fostered a wonderful spirit among the students and directors as well.

#### Scheduling

As was previously stated the preliminary planning for an event determines to a large extent the success or failure and the results of that event. Notices have been sent to each director giving the deadline for filing the acceptance cards, and entry blanks<sup>5</sup> have been sent with instructions for completing and returning the blanks. A meeting is called of

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<sup>5</sup>Entry Blanks, see Appendix, p. 41.

all participating directors on the deadline date, which is at present twenty-one days prior to the contest. This deadline date is the latest date on which entry blanks may be received for the current contest. The entry blanks must be accompanied by the entry fees. This meeting has as its primary aim the working out of a schedule of events which are to take place at the contest. There are advantages and disadvantages to this method of working out the schedule. The directors of Region IX felt that all directors should have a part in working out the schedule so that problems involving timing, transportation, accompanists, group events, solos and ensembles might be worked out to the satisfaction of all concerned. A tabulation is made of all entries to determine the number and kind of entries in the various events.<sup>6</sup> Eight minutes is allowed for each soloist or ensemble and fifteen minutes is allowed for each chorus to perform in this schedule.<sup>7</sup> The committee decides to have all of the soloists from one town sing for the same judge to avoid shifting accompanists from one building to another and to avoid conflicts.

In order to avoid moving large groups when the school busses would be needed for the regular transportation of children from the various schools to their homes the committee scheduled the solos and ensembles to start competition

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<sup>6</sup>Tabulation of Entries, see Table 1, p. 31.

<sup>7</sup>Complete Schedule, see Appendix, p. 47.



at 3:00 P.M. on Friday and to last until 5:00 P.M. The choruses started at 6:00 P.M. and lasted until 10:30 P.M. The solos and ensembles started again at 8:00 A.M. on Saturday and lasted until 10:00 A.M., followed by the high school choruses which could not appear on Friday night, and all the junior high and elementary school choruses. A definite effort was made to group choruses of like class and kind. All Class A Boys Choruses were followed by all Class AA Boys Choruses so that there would not be the contrast of having a Class C (Junior High School) Boys Chorus following a Class AA (High School) Boys Chorus.

By scheduling in this manner all of the schools were able to see that contestants were on time with a minimum of disruption of the regular school program of either the participating schools or of the host school.

#### Materials Mailed to Participating Schools

A copy of the schedule,<sup>8</sup> which has been mimeographed, and the general information sheet,<sup>9</sup> along with the room assignment sheet<sup>10</sup> is mailed to each school which is to take part in the contest. This information should be sent as soon as possible in order that the schools may arranged transportation in advance. A copy of the above information

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<sup>8</sup>See Appendix, p. 47.

<sup>9</sup>See Appendix, p. 35.

<sup>10</sup>See Appendix, p. 39.

is sent to each music director and to each superintendent. The failure to secure the above information has been the cause of much needless confusion. In many instances the schedule of events is not received until the day before the contest. The schedule should be in the hands of the music directors at least two weeks prior to the contest.

#### Preparations at the Host School

A survey is conducted to determine the best rooms to be used for dressing and headquarters as to location and equipment. Other rooms are selected for solo and ensemble competition. A conference is held with the principals of each building involved, the necessary number of rooms are requested, and the teachers occupying the designated rooms are so advised.<sup>11</sup>

Rooms are designated for sightreading, concert, and warm-up. These rooms are checked and a list is made of changes to be made and equipment needed in each room. Since it is necessary to have a table or desk for each judge, a piano and adequate seating space for the contestants, the rooms should be carefully selected. The rooms must be separated enough so that the participation of contestants in one room will not disturb the contestants in the other rooms.

All of the pianos which are to be used should be tuned and thoroughly checked to be sure that they are in good

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<sup>11</sup> See Appendix, p. 34.

condition. If the available school pianos are not adequate, it is suggested that pianos should be rented or borrowed from the local music store. The local music store is usually glad to lend pianos if a mention is made of this fact on the program. "Pianos through the Courtesy of the Blank Music Company," is usually all that is necessary or required by the music store.

The next step is to order all the materials which will be needed. The sightreading music should be ordered from the state office and directions stated as to where the music is to be sent, to whom sent and when it is to be used. Awards are ordered and made ready to be issued to the schools at the close of the contest. Adjudication blanks are ordered, the number needed based on the entries, and the name of each contestant, the selection to be used, the class and order of appearance should be typed on each blank. These blanks are then separated into groups according to the schedule of events and put on a clipboard which has the name of the judge clearly labeled at the top. The adjudication blanks are then filed away ready for the contest. The advance preparation of the adjudication blanks is of the utmost importance.

Signs are made or ordered which will indicate the rooms to be used by the various schools, the rooms to be used for each event and general information signs. Signs should be placed on or over the doors of the concert auditorium, the warm-up room, the sightreading room and the rooms designated

for solo and ensemble competition. Signs placed at the entrance to the host city, at the proper streets of all approaches, and at the host school will be of great assistance to those trying to locate the school buildings which are to be used. Signs on the campus which point to the various buildings designated for the principal events as well as signs locating the cafeteria and rest rooms will be of added assistance to the visitors.

Various people and organizations should be notified well in advance of the contest date. The management of the cafeteria should be informed as to the requirements, the number of meals probably needed, the hours during which it will be necessary to remain open and as to the fact that the cafeteria will be used for a place of relaxation for those contestants who are waiting for various events to take place. The local police should be notified so that they may be of assistance in parking and in the handling of traffic. The newspapers should be given publicity releases and pictures of various organizations well in advance and reporters and photographers should be requested to be on hand for the principal events. This is usually very much appreciated by the local papers as well as by the papers of the participating towns or cities. Publicity of the right kind is good business for the papers and of much help in making the contest a thing of great importance both to the contestants and to the general

public and at the same time assures a good audience for all events. The local Chamber of Commerce is usually glad to be of any possible assistance if properly notified in advance.

L. W. Chidester thinks that the securing and training of the proper personnel is of the utmost importance to the smooth running of any contest. He believes that most contest organizations fall down because they do not have enough help and do not have responsible people running the various events.<sup>12</sup> Since the people who are in charge of the various events, equipment, information and central office, are largely responsible for the success or failure of that event or department, the selection and training of adequate personnel is one of the most important duties of the director of any contest, committees should be appointed and given a specific list of duties which are to be performed by each.<sup>13</sup>

The information center is one of the most important places at any contest. This center or room should be centrally located and should be in charge of a capable adult. The results of all competitions reach the students and directors through this office. A bulletin board is maintained and kept up to the minute with the latest results. From this office all music, adjudication sheets and awards will be

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<sup>12</sup>Letter from L. W. Chidester, Chairman, Department of Fine Arts, A and I College, Kingsville, Texas, June 16, 1949, see Appendix, p. 55.

<sup>13</sup>Local Committees and Duties of Each, see Appendix, p.51.

given to the directors after they have signed a receipt.<sup>14</sup> All information regarding location and progress of events is available at all times. First aid equipment is at hand and a telephone is available for the convenience of the contestants and the directors. The telephone company should be notified to switch all incoming calls for all visiting contestants, directors, judges and others to the information center phone.

The central headquarters should be somewhat isolated and not available to either directors or contestants. This is the business office. In this room or rooms will be located the local chairman with his secretarial staff along with one or more members of the Regional Executive Committee of Superintendents. The runners bring all adjudication sheets to this office where they are checked, tabulated, put in the school envelope<sup>15</sup> and recorded in the proper space on the outside of this envelope. The results are entered on the master record sheet which will show the complete results and a notice<sup>16</sup> is typed for the bulletin board showing these results. When the school envelope is complete it is sent to Information ready for the school which has completed its competition.

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<sup>14</sup>Receipt Form, see Appendix, p. 45.

<sup>15</sup>School Envelope, see Appendix, p. 44.

<sup>16</sup>Sample Notices, see Appendix, p. 40.

### Holding the Contest

After all possible details have been attended to in preparation for the contest, the contest itself is ready to begin. Guides are stationed at entrances to the school grounds to meet incoming contestants and to help them get located in the proper rooms. The judges have been called together and instructed as to the location of rooms, schedules, available secretaries, and have been given the adjudication blanks. The judges are informed as to the general policies to be observed during the contest. They have been told to try to make this contest a pleasant and educational experience and have been asked to do everything possible to give helpful and constructive criticisms which will have meaning for both the contestant and the director. The judges are told to complete each adjudication blank as soon as possible and to give it to a runner. The blanks may be collected after each single event or after each section of the contest. The judges are shown to their respective rooms, the contestants are gathered in the proper places, and the contest is ready to begin as scheduled. The judge has the music to be used by the contestants and the usher announces the event, introduces the judge, and gives the name, school and the selection to be used by the first contestant. The door leading into the room has been closed and the contestant is ready to begin. The judge will sometimes wish to talk to the contestants before the beginning of each group of events. This

may be helpful in many ways. J. Campbell Wray, Ft. Worth, judge of soprano solos said:

I am Campbell Wray from the Music Department at Southwestern Seminary in Ft. Worth. For a number of years I directed choral music at Austin Senior High School and was head of the voice department at Texas School of Fine Arts of that city. I tell you this so that you will be assured that I know something of the excitement surrounding an occasion of this kind. I want you to know that your interest in music coupled with my interest in music makes us friends. I have come here to be of what help I can to you in appraising your musical strength and weakness, and in so doing to offer suggestions whereby you may more nearly attain the musical perfection you no doubt desire. As you sing I hope you will feel that you are amongst friends and therefore will sing with perfect freedom of mind and body. May I suggest that you have this attitude: "This is the best I can do. I hope you will enjoy it." We will now hear the first contestant and may each one of you sing the best you have ever sung.<sup>17</sup>

All committees are checked by the local chairman to be sure that each is functioning properly. Central headquarters is checked to see that everything is in readiness for recording and filing the results as they are received from the runner.

The solo and ensemble competition is relatively simple to operate. The instructions and schedule have been sent to each school, posted on the bulletin board and posted in each school room so that there can be no doubt as to time and place. If the instructions and schedule are followed then there are few worries for the contest director. The

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<sup>17</sup>Statement by J. Campbell Wray at the Region IX Vocal Competition Festival, San Benito, April 30, 1949.



contest director or local chairman should be available at all times to make decisions and to help solve problems as they arise.

Choruses have been instructed to be ready to report to the warm-up room fifteen minutes before each scheduled event for that chorus. A runner is sent to bring the chorus from the assigned room to the warm-up room. This runner stays with this particular chorus as it goes to the warm-up room, guides the chorus to the auditorium at the proper time and remains to show the chorus from the stage to the sight-reading room. The runner is then ready to assume the responsibility for the proper procedure of another chorus. This runner has tried his best to be guide, friend, helper and general assistant to the chorus and director. Much can be done through the runners and guides to make the members of the chorus feel at ease and give them a sense of security through knowing what to do and when to do it and by being a perfect host in all matters. The runner also takes the copies of the music to be performed by his particular chorus up to the judges, having arranged the music in the order in which it will be sung.

As each chorus approaches the stage one of the stage crew will ask for directions as to how the director wishes the piano and risers to be placed. Another of the stage crew will get the name of the selections to be sung in the

proper order. When the director signals that he is ready to begin the announcer will state the name of the chorus, the name of the director and accompanist and the names of the selections which will be sung. This announcer should be selected because of his ability to speak loudly and clearly so that both the audience and the judges will know what is happening. The curtain is then pulled open and the chorus sings. As soon as the curtain is closed the chorus is directed to leave by a certain entrance and proceed to the sight reading room. The runner will guide.

Refreshments are sent to the judges at regular intervals by one of the guides or runners.

Each judge has two secretaries. One secretary will take down the comments and criticisms of the judge and as soon as one chorus has completed the three selections, she takes the notes to the central headquarters to type. While this first secretary is transcribing her notes, the second secretary is taking notes from the same judge while the next group performs and so on until the event is completed. Each adjudication sheet with the transcribed comments typed on it is then returned to the judge for his signature and any corrections which he may wish to make. The adjudication sheets are then returned to central headquarters for processing.

Each completed adjudication sheet is first checked by headquarters chairman to be sure that it is complete. It is

then recorded on the master sheet which will show the complete results of the contest. Next the division rating is entered on the school envelope which lists all events entered by that school and at the same time the secretary who has charge of typing notices for the information center will get the results and send them by runner to be placed on the bulletin board. The various newspapers are informed of the results of each event as it is completed so that the next edition may carry the most complete results possible.

As soon as each school envelope is complete it is sent to information headquarters where the music which was used by that school in performance is placed in the envelope. The chairman of information headquarters checks the envelope to be sure that it contains the adjudication sheets for all events listed on the envelope, the music which was used in the contest and all medals and plaques which were awarded for the ratings received by that school. The school envelope is then ready for the director or some authorized person from that school. The receipt is signed by the one who receives the envelope and the receipt is then sent to central headquarters to be filed.

Preparations have been made to give the contestants something to do while they have free time between events. Guides suggest that they go to the cafeteria for a drink, a

sandwich, lunch or whatever they may desire and show them that a place has been provided in nearby rooms where various games may be played. Contestants are discouraged from leaving the campus if they are to take part in an event within the hour. Many well planned scheduled are wrecked by contestants who did not return in time for the particular event as scheduled. Many directors are driven to nervous distraction by members of organizations who have wandered into town and have forgotten how much time has elapsed. Schedules of all events are posted in conspicuous places in the cafeteria and in the game rooms so that the contestants have fair warning before each event. Directors are invited to make use of the facilities which have been provided for them. The guide will see that the chorus is in the warm-up room on time. This gives the directors a chance to relax between events.

Everything possible should be done to provide a friendly, unhurried, well planned atmosphere where each contestant knows what to do and when to do it, where each feels that by doing his best that he will be accomplishing something worthwhile for himself and for his school rather than trying to beat someone in a contest.

#### After the Contest Is Over

As soon as the contest is over the judges should be thanked and paid. The judges have been given the sheet,

Judge's Statement of Expenses,<sup>18</sup> to fill in and return to central headquarters so that the checks have been made by the treasurer of the Executive Committee and are ready for each judge. The judges are asked for comment and criticism of the contest in general and as to how the contest was conducted in particular. These comments are valuable in planning future events since most competent judges have served in many regions and a comparison can be made. Some member of the reception committee or the contest director should provide transportation for the judges to the hotel, train or plane. Plans should be made, usually by the Chamber of Commerce, to have some form of entertainment for the judges, the directors and their families after the contest is over.

A complete tabulation of the results of all contest events is complete as soon as the contest is over and is ready to be mimeographed. These complete results<sup>19</sup> are mailed to each director who did not receive one, to the Regional Executive Committee, to all judges, to the press and to the state office. Copies are placed on file to become a part of the official records of the contest.

All sightreading music is mailed back to the state office as soon as the last chorus has finished the last event of the contest.

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<sup>18</sup> Judge's Statement of Expense, see Appendix, p. 46.

<sup>19</sup> Complete Results, see Appendix, p. 48.

A complete financial report is made to the treasurer of the Executive Committee and this in turn is part of the report which is to be sent to the state office.

The janitors' committee takes over and sees to it that the buildings and grounds are put in order for the resumption of the regular school work.

Notes of thanks are sent by the contest chairman to all committee heads and to all persons who helped with the administration of the contest. This is more important than most people would imagine.

## CHAPTER IV

### CONCLUSIONS

The contest which is well planned, well organized and well run may become an educational and inspiring event for all concerned. Attention to detail in all matters which can be foreseen and in all matters as they arise will add much to the feeling of satisfaction and accomplishment which should be felt by all who take part in the event. A spirit of friendly rivalry in all matters which will lead to a better standard of performance and an inspiration to do better next time is the spirit which should prevail.

The directors and contestants should leave the meet with a feeling of satisfaction at having done their best and having heard others doing the same thing. Much has been learned about music which may be suitable for their own groups, music which was performed by others. The director and students should carry away the idea of order in all things, the idea that well planned order must precede any good performance or event.

The judges' comments should be of invaluable aid in checking on faulty presentation, methods, and selections of music to be used. The comments have been constructive so

there is no feeling of defeat, regardless of the rating, but rather one of a set of goals to be accomplished before further presentations. The directors have seen themselves through the eyes of others, their standard of work has been compared with a standard of perfection rather than with what the neighboring town was doing. New and different approaches and methods which have been suggested by capable critics will be tried in an effort to raise the standards of performance, musicianship and of the goals of satisfaction and enjoyment. All concerned have progressed a step higher on the ladder of educational achievement.

The entire staff of members of committees, various chairmen, the local chairman and the contest chairman see many mistakes which should be corrected before another meet is held. These faults or mistakes are noted and suggestions are made for improvement. At the same time a rather pleasant feeling of having labored long and hard to create a more perfect thing and seeing the many good results of the labor gives a glow of satisfaction of having tried to the best of their knowledge and ability and of having achieved at least a minimum of success.

In many ways the participation in the events just held helped achieve the goals of music education: an educative process; an enjoyable cultural and social experience; a means of intellectual, emotional and spiritual expression; a factor in the development of desirable morale; the development of a



lasting appreciation of good music well performed; a definite moral and spiritual influence has been exerted; an opportunity for acquiring and learning the use of enough musicianship to serve as an impetus for further and more intensive study; an encouragement to use music for the sense of satisfaction it brings; an opportunity to exhibit and use leadership and independence of thought and action; and to all and through all has been cultivated a singing spirit within the individual.

APPENDIX

TABLE 1  
TABULATION OF ENTRIES

Class	School	Choruses	Number Students in Chorus	Solos	Ensembles	Number Students in Ensembles
AA	Brownsville	1	41	0	0	0
AA	Harlingen	2	55	2	2	8
AA	McAllen	1	35	16	1	12
AA	San Benito	3	177	3	4	33
A	Donna	3	91	8	6	48
A	Mercedes	1	45	4	1	8
A	P. S. J. A.	3	184	17	0	0
A	Raymondville	1	32	3	2	17
A	Mission	1	40	2	1	3
A	Weslaco	3	115	9	3	15
A	La Feria	1	26	8	1	6
B	Edcouch-Elsa	1	60	0	0	0
B	Sharyland	1	23	1	2	9
C	Donna	1	48	0	0	0
C	Lamar (McAllen)	1	38	3	1	6
C	Mercedes	1	35	0	0	0
C	P. S. J. A.	2	93	0	0	0
C	San Benito	2	117	0	0	0
C	Travis	1	39	0	0	0
C	Lincoln (McAllen)	1	30	3	0	0
E	Donna	1	47	0	0	0
E	La Feria	1	24	0	0	0
E	Sharyland	1	40	0	0	0
E	Stuart Place	1	46	0	0	0
E	Santa Rosa	1	29	0	0	0
	Total	36	1,481	90	24	165

## REGION IX--VOCAL DIVISION

## Bulletin No. 2

- I. Next meeting of all vocal directions (Elementary, Junior, and Senior High School) will be held at Donna High School, Sunday, Jan. 9th, at 3:00 P.M. Please be there.
- II. Happy New Year and hope you had a Merry Christmas. I hope all of us will have a very prosperous and productive year.
- III. Pictures of the Harlingen Thanksgiving Massed Chorus will be given out at the Donna Meeting, also all medals not given out at the last meeting.
- IV. The two bulletins enclosed will answer a lot of questions, if you have others then save them until Sunday in Donna.
- V. Publicity Chairman:  
 McAllen-Myron Guither, McAllen High School  
 Harlingen-Orland Johnson, Harlingen High School  
 Brownsville-Mascom Guffin, Brownsville High School  
 Send gloss prints of chorus, 8 X 10, gloss print of director, 2 X 4.  
 We hope to have a gradual build up of publicity on our choral work in the Valley with the climax in the night part of the contest with the larger choruses taking part.
- VI. Please read all bulletins very carefully.
- VII. The Clinic-Convention will be held in Galveston on Feb. 9 through 12, 1949; hope to have complete information at Donna.
- VIII. We will review some of the Mixed Girls and Boys contest music at Donna, please bring what contest music you have.

Sincerely,

W. Edward Hatchett  
 Box 640, San Benito, Texas.  
 Telephones:  
 Music Hall--San Benito 988  
 Residence--San Benito 844

San Benito, Texas  
April 6, 1949

Region IX--Vocal Division  
Bulletin 4

1. Next meeting will be at La Feria High School at 1:30 p.m. Saturday, April 9, for the purpose of setting up the schedule for the contest.
2. Deadline for all entries will be at midnight Friday, April 8. The entry blanks, properly filled in and accompanied by a check to cover all fees, must be mailed to Supt. J. B. Smith, La Feria High School, La Feria, Texas, post-marked not later than midnight Friday, April 8. This rule must be observed. No exceptions.
3. Rehearsal for the Easter Sunrise Service is to be held at the football field at Weslaco on Sunday, April 10, at 2:00 p.m. Please notice the change of the hour and try to be on time. Senior High Choruses will sing: "Beautiful Savior," "Beatitudes," "Heavenly Light," "Lord's Prayer," and "Hallelujah, Christ Is Risen." Junior High Choruses will sing: "Into the Woods My Master Went," by Peter C. Lutkin, "Christ the Lord Is Risen To-day" by Charles Wesley, and "Christ Arose" (Low in the Grave He Lay) by Robert Lowry. Both Junior and Senior High Groups are to be at Weslaco at the same time. We plan to rehearse from 2:00 until 4:00.
4. If you do not have enough of the proper entry blanks, type extra copies, they will do just as well.
5. Be sure to be at the Saturday meeting and help us work out details of the contest. If you are not there and the arrangements are not satisfactory, then please do not blame anyone but yourself.

Sincerely,

W. Edward Hatchett  
Box 640, San Benito, Texas

Telephones:  
Music Hall--San Benito 988  
Residence--San Benito 844

## Bulletin to Teachers Involved

In preparation for handling some fifteen hundred students who will be here during this week-end for the Vocal Contest Festival of Region IX, it will be necessary to use many of our rooms and facilities in this building.

We want to ask that each teacher in the following list of rooms please see that everything is put away in your room, the desk cleared and locked, if possible, and the chalk and erasers taken off the blackboards and stored away.

While each school assigned to a room will be responsible for the room, yet it would be wise to do all we can to discourage opportunity for damage.

The following rooms will be needed:

Both sides of the Music Building and the Visual Education for practice.

For dressing and headquarters: Rooms 102, 112, 113, 117, 119, 122, 213, 214, 218, and 221.

The cafeteria will be open Saturday and probably most of the students will spend much of their free time in that vicinity.

H. V. G.

(H. V. Gordon, Principal)

## UNIVERSITY INTERSCHOLASTIC LEAGUE

## Vocal Music Competition Festival

## Region IX

April 29th and 30th, 1949

San Benito, Texas.

General Information

## Executive Committee:

S. V. Neely-----Chairman  
 J. B. Smith-----Treasurer  
 A. C. Murphy-----Secretary  
 D. U. Buckner-----Member  
 John Barron-----Member

## Music Educators Committee:

Joe Bellamah-----Band Chairman  
 James Murphy-----Orchestra Chairman  
 W. Edward Hatchett-----Vocal Chairman  
 Nelson G. Patrick-----Local Chairman

Information Center and Registration Desk in Principal's office, North Ward School. All directors obtain judge's copies of music, comment sheets, medals, and plaques here before leaving San Benito if possible.

All judges' ratings will be computed by the Executive Committee and will be posted on a bulletin board outside of the Information Center. Please do not ask for this information until it has been posted. Lost and found articles may be turned in and claimed at the Information Center.

Choral sightreading for Classes AA, A and B choruses will be held in the Band Hall. Choruses go directly from their concert performance in the Auditorium to the Band Hall, Music Building, for the sightreading. No visitors will be allowed in the sightreading room. Chorus warm-up room is the Choral Hall, Music Building. All choruses report here 15 minutes before their scheduled concert appearance in the Auditorium.

Follow the schedule closely. Soloists report 15 minutes before scheduled to appear. If you miss your performance, it may be impossible to sing at a later time. Report any conflicts to the Information Center.

The Information Center is for your convenience. Please feel free to call on them for any help you may need.

General Information--Continued

The school cafeteria is open and drinks, sandwiches, ice-cream and complete meals may be obtained there.

Please do not be noisy around any of the performance rooms, go to the cafeteria or game room to relax and chat.

No contestant nor director will be allowed in the balcony of the auditorium which will be occupied by the judges during the choral concert performances.

Ask at the Information Center for a GUIDE or stop one if in doubt about the schedule of buildings.

JUDGES

Walter G. Hodgson-----North Texas State College  
 Donald Morton-----John Tarleton College  
 J. Campbell Wray-----Southwestern Baptist Seminary  
 C. C. Norris-----Donna



MINUTES OF REGION IX EXECUTIVE COMMITTEE MEETING  
HELD IN WESLACO, OCTOBER 2, 1948

Members of Committee present were: S. V. Neely, J. B. Smith,  
and A. C. Murphy.  
Additional Superintendents present: M. H. Connelly, T. F.  
Brandt, L. H. Graham,  
L. W. St. Clair.  
Music directors present were: Joe Bellamah, James Murphy,  
W. E. Hatchett, Nelson G.  
Patrick.

Minutes of last meeting were read and approved.

Treasurer J. B. Smith reported unable to make itemized report  
on the financial status of the organization.

It was moved and seconded that upon the recommendation of the  
music directors that Joe Bellamah be appointed Band Chairman;  
James Murphy, Orchestra Chairman; and W. Edward Hatchett be  
appointed Vocal Chairman for the Spring Music Meets. Carried.

Dates for the meets were set as follows: Vocal Meet, April  
29-30; Band Meet, May 6-7, with San Benito selected as site  
for the Vocal Meet and Mercedes as site for the Band Meet.

Entry fees for the contests were set as follows: 25¢ per mem-  
ber for large groups (Bands, Orchestras and Choruses); \$1.00  
for solos; 50¢ per member for ensembles.

**Certification of Entries:**

The 21-day deadline for the mailing of entries and the payment  
of fees was emphasized.

Vocal: Entries must be postmarked not later than midnight,  
April 8, and the entry blanks must be accompanied by a check  
for all fees.

Band: Entries must be postmarked not later than midnight,  
April 15 and the entry blank must be accompanied by a check  
for all fees.

Mail: All entries and checks to J. B. Smith, Superintendent  
of Schools, La Feria, Texas, not later than the deadlines  
above.

Refunds: No refunds will be made after the deadline entry  
dates listed above.

Awards were discussed, and it was agreed to follow Sec. 19  
of Rules for Music Competition as set out on pp. 76-77 of the  
Constitution and Rules of the University Interscholastic  
League in the awarding of medals, certificates, etc. to in-  
dividuals and groups.

Judges' Fees: It was agreed to guarantee the judges at least two days' fees as follows: \$35.00 per day, \$6.50 per day for room and board; travel pay to follow the Football Officials' Scale as set out on p. 99 of the Constitution and Rules. Local schools were Not to be charged with the responsibility for entertainment of judges.

Selection of Judges: It was agreed that the Contest Chairmen would select four judges for Vocal and four for Band Contests (three for concert judging and one for sightreading) with the selection to be approved by the Executive Committee members. It was moved by J. B. Smith and seconded by A. C. Murphy that the Contest Chairman for each division be empowered to rule on questions concerning the running of any contest, with reference to be made to the Executive Committee when desired, and with the Constitution and Rules of the University Interscholastic League to serve as the guide to all decisions. Carried.

It was moved by A. C. Murphy and seconded by J. B. Smith that the tuning of pianos for the various contests would be paid for by Region IX; Contest Chairmen to be responsible for the selection and securing of piano tuners. Carried.

Motion to adjourn carried.

A. C. Murphy, Secretary.

## ROOM ASSIGNMENTS

<u>School</u>	<u>Room No.</u>	<u>Building</u>
San Benito	102	High School, first floor
Harlingen	218	High School, second floor
Mission	119	High School, first floor
McAllen	122	High School, first floor
Mercedes	113	High School, first floor
P. S. J. A.	112	High School, first floor
Donna	117	High School, first floor
La Feria	120	High School, first floor
Stuart Place	214	High School, second floor
Santa Rosa	221	High School, second floor
Edcouch-Elsa	213	High School, second floor
Sharyland	119	High School, first floor
Brownsville	9	North Ward School
Raymondville	11	North Ward School
Weslaco	12	North Ward School

Please ask for a guide, each will be wearing a guide's badge, let him help you. He will watch your room when you are away or you may have the janitor lock the door if you wish. The janitor is available at all times. Please ask INFORMATION if you have any questions.

## SAMPLE OF NOTICES TO BE POSTED ON BULLETIN BOARD

## Elementary Schools

<u>Contestant</u>	<u>Class</u>	<u>City</u>	<u>Rating</u>
Central Elementary Mixed	E	Donna	I
La Feria Elementary Mixed	E	La Feria	I
Sharyland Girls	E	Sharyland	II

## Junior Choruses

<u>Contestant</u>	<u>Class</u>	<u>City</u>	<u>Rating</u>
Lincoln Junior Girls	C	McAllen	II
Lamar Junior Girls	C	McAllen	II
Mercedes Junior Girls	C	Mercedes	I

## Solos

<u>Contestant</u>	<u>Class</u>	<u>City</u>	<u>Rating</u>
Armour, Barbara	I	Harlingen	I
Findley, Margie	I	Donna	I
Bannert, Helen	II	Brownsville	III

## Sightreading

<u>Contestant</u>	<u>Class</u>	<u>City</u>	<u>Rating</u>
La Feria Girls	A	La Feria	II
Harlingen Girls	AA	Harlingen	II

UNIVERSITY INTERSCHOLASTIC LEAGUE

SOLO ENTRY BLANK

School \_\_\_\_\_ City \_\_\_\_\_ Region \_\_\_\_\_

The following contestants will represent this school in solo competition.

Name of Contestant	Event	Contest Selection	Class I or II
1			
2			
3			
4			
5			
6			
.....			
28			
29			
30			

I hereby certify that the fee of the above-named school in the University Interscholastic League has been paid for the current school year, and that all of the contestants entered above are eligible under Article VIII of the Interscholastic League Constitution and Rules and the Music Plan.

\_\_\_\_\_ Date

\_\_\_\_\_ Superintendent or Principal

Amount of Fees Enclosed \_\_\_\_\_

UNIVERSITY INTERSCHOLASTIC LEAGUE

ENSEMBLE ENTRY BLANK

School \_\_\_\_\_ City \_\_\_\_\_ Region \_\_\_\_\_

The following contestants will represent this school in ensemble competition.

Name of Contestants (Grouped in Ensembles)	Event	Selection	Class
1 _____			
2 _____			
3 _____			
4 _____			
5 _____			
6 _____			
7 _____			
8 _____			
. . . . .			
1 _____			
2 _____			
3 _____			
4 _____			
5 _____			
6 _____			
7 _____			
8 _____			

I hereby certify that the fee of the above-named school in the University Interscholastic League has been paid for the current school year, and that all of the contestants entered above are eligible under Article VIII of the Interscholastic League Constitution and Rules and the Music Plan.

\_\_\_\_\_ Date \_\_\_\_\_ Superintendent or Principal

Amount of Fees Enclosed \_\_\_\_\_

UNIVERSITY INTERSCHOLASTIC LEAGUE  
VOCAL ORGANIZATION ENTRY BLANK

School \_\_\_\_\_ City \_\_\_\_\_ Region \_\_\_\_\_

Director \_\_\_\_\_ Conference \_\_\_\_\_

Program 1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

The following contestants will represent this school  
in vocal competition.

1	31	61
2	32	62
3	33	63
4	34	64
5	35	65

.....

28	58	88
29	59	89
30	60	90

I hereby certify that the fee of the above-named school  
in the University Interscholastic League has been paid for  
the current school year, and that all of the contestants en-  
tered above are eligible under Article VIII of the Inter-  
scholastic League Constitution and Rules and the Music Plan.

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Superintendent or Principal

Amount of Fees Enclosed \_\_\_\_\_





University Interscholastic League

Music Competition Festival

Region IX

April 29-30, 1949

Receipt

School \_\_\_\_\_

Date \_\_\_\_\_

I have received the following:

Class I medals \_\_\_\_\_  
Class II medals \_\_\_\_\_  
Class III medals \_\_\_\_\_  
Class I plaques \_\_\_\_\_  
Judge's comment sheets \_\_\_\_\_

\_\_\_\_\_  
Director

REGION IX  
Music Competition Festival  
The University Interscholastic League

Judge's Statement of Expenses

Name \_\_\_\_\_

Address \_\_\_\_\_  
(Street) (City) (State)

- 1. Honorarium (\$35.00 per day) - - - - - \$ \_\_\_\_\_
- 2. Keep (hotel and meals up to \$6.50  
per day) - - - - - \_\_\_\_\_
- 3. Transportation
  - Automobile (5¢ per mile) - - - - - \_\_\_\_\_
  - Commercial (actual fare) - - - - - \_\_\_\_\_
- TOTAL - - - - - \$ \_\_\_\_\_

Date filed \_\_\_\_\_

\_\_\_\_\_  
Signature

SCHEDULE

Choruses

Place: Auditorium

Judges: Hodgson, Morton, Wray

Friday P.M.	Class	Director
6:00 San Benito Boys	AA	W. Edward Hatchett
6:15 Donna Boys	A	Gladys Mitchell
6:30 Weslaco Boys	A	Sibyl Mattar
6:45 PSJA Boys	A	Theron Kirk
7:00 Edcouch-Elsa Girls	B	Ruth Jackson
7:15 Sharyland Girls	B	Delia Dusek
7:30 Donna Girls	A	Gladys Mitchell
.....		
9:45 PSJA Mixed	A	Theron Kirk
10:00 Weslaco Mixed	A	Sibyl Mattar
10:15 Brownsville Mixed	AA	Jane Douglas
10:30 San Benito Mixed	AA	W. Edward Hatchett

Solos and Ensembles

Band Hall

Judge: Morton

Friday P.M.	Class	City
3:00 Spicer, Ann	I	San Benito
3:08 Daughtery, Joyce	I	San Benito
3:16 Parker, Mary Lou	I	San Benito
3:24 Frantz, Mary Louise	I	McAllen
3:32 Weathers, Pat	I	McAllen
.....		

(Choruses are scheduled on 15 minute intervals and since all Class AA, and A choruses must sight read after the concert performance the various groups under one director must be spaced so that there is ample time for the director to finish with one group and get the other group ready. Solos are listed from one city following each other under the same place so that the matter of accompanists is simplified. The solo schedule is based on 8 minute intervals which was found to be ample while the 6 minute schedule was not found to be so.)

University Interscholastic League

Music Competition Festival

Region IX  
 April 29-30, 1949  
 Complete Results

School	Class	Concert Ratings			Sightreading Rating
San Benito High School Boys	AA	I	I	I	I
Donna High School Boys	A	III	III	III	III
Weslaco High School Boys	A	II	II	II	I
PSJA High School Boys	A	II	I	II	II
.....					
San Benito Mixed	AA	I	I	I	I
Brownsville Mixed	AA	III	III	II	II
Harlingen Mixed	AA	I	I	I	I
.....					
Travis Junior Girls	C	II	II	II	
San Benito Junior Girls	C	I	I	I	
PSJA Junior Mixed	C	I	I	II	
.....					
Central Elementary	E	I	II	I	
La Feria Elementary	E	II	I	I	
Santa Rosa Elementary	E	I	I	I	

(Three judges for concert and one judge for sightreading)

Complete Results--Continued

Solo or Ensemble Entry	City	Class	Rating
Joyce Daugherty	San Benito	I	I
Mary Lou Parker	San Benito	I	II
Mary Louise Frantz	McAllen	I	III
Joan Verchaval	Weslaco	III	II
Alfonso Chapa	Mercedes	I	I
Nancy Ellis	Mercedes	II	I
.....			
San Benito Junior Girls	San Benito	III	I
Girls Ensemble	Raymondville	I	I
Girls Trio	Donna	I	II
Mixed Octet	Weslaco	I	II
Girls Sextet	La Feria	I	I
.....			

Complete results should show the entry, city, class and final rating. Choruses will show the final rating given by each judge in concert performance and the rating given by the sightreading judge. Solos and ensembles have one judge each so the one final rating is listed.

## Committees of Directors

- Publicity:** A chairman and assistants appointed by the chairman.
- Duties:** To secure pictures and publicity from each school and to get these materials to the various papers.
- Festivals:** A chairman and assistants selected by the chairman.
- Duties:** To select music suitable to the occasion and to needs of the festival; to set rehearsal places, dates and time; to secure outstanding conductor or conductors; give the publicity chairman data relative to the occasion.
- Meetings:** A chairman and assistants as needed.
- Duties:** To set a schedule of meetings with time and place; to plan the program for the meetings; arrange for demonstrations and discussions.
- Program Exchange:** A chairman and assistants.
- Duties:** To set up assembly exchange programs; to notify all directors of local concerts; to arrange for exchange of directors for rehearsals and for concerts.
- Clinics:** A chairman and assistants.
- Duties:** To help arrange technical discussions in the regular meetings; to arrange evaluative visits of one or more directors to all schools; to plan, organize and effect a clinic in which all choruses may participate under the leadership of well known conductors; to plan to attend state and regional clinics.

## Local Committees and Duties of Each

**Information:** An adult chairman and at least two student assistants.

**Duties:** Post results as soon as received from Central Headquarters; have available information regarding place and time of all events; know location of all rooms and buildings being used; know how to give directions concerning places in the city; receive and transmit all incoming telephone calls; receive and sort according to school all music which has been used by the judges; send a guide with contestants or directors or parents to locate some place or event.

**Janitors:** One for each building with the necessary assistants.

**Duties:** Have all buildings clean and open ready for the assigned event or personnel; have a room assignment sheet and be able to locate any room needed; assist with equipment; watch equipment and rooms.

**Guides:** At least ten Boy Scouts or small boys who wear the sign GUIDE.

**Duties:** Meet incoming busses and show contestants to the proper room for that school; act as hosts at all times; report back to Information Center when not occupied; carry information and know location of all rooms and events.

**Stage:** One adult in charge with four large student assistants.

**Duties:** Pull the curtain; move the piano at the direction of the music directors; set up and move risers as needed by the various groups; show the group how to enter and leave the stage (all groups enter from one direction and leave from the other so that the next group may enter as the other leaves); be of any possible assistance to organizations and directors; announce the name of the director and the numbers to be

Local Committees--Continued

performed when the organization is ready to begin (the announcer should be one well equipped with both the voice and the knowledge of music terms).

- Ushers:** Two well trained students for each event.
- Duties:** One stays outside the door of the room or building in which an event is being held and will let no one enter while an event is in progress and will see that the door is opened at the right time, will see that there is no disturbing noise around the room or building; the other usher seats contestants and others of the audience, collects the contestants' music for the judge and announces the next event except in the choral contests events (held on an auditorium stage), assists the judge in any manner desirable, notifies the outside usher when an event has been completed.
- Runners:** Two for each large event, well trained students, and four for use of Central Headquarters.
- Duties:** To take the various choruses from the school dressing room to the warm-up room, to the concert stage, to the sightreading room. To deliver the contestants' music to the judges and take the judge's comment sheets to the central headquarters.
- Secretaries:** Two for each judge and at least three for the use of Central Headquarters.
- Duties:** To take dictated comments from the judges, type these comments on the adjudication blanks and to return them for the judge's signature. To type all results on the master sheet, type notices for the bulletin board and help in compiling and typing all results.



Local Committees--Continued

Central Headquarters: One adult in charge, at least one superintendent who is a member of the Executive Committee, at least three secretaries and four runners.

Duties: To receive and tabulate all contest results and place the adjudication blanks in the school envelope; to make decisions relative to any phase of the contest; to compile the official results; to see that all contest rules and regulations are obeyed.

Cafeteria: One adult and several student assistants.

Duties: Supervise the cafeteria, provide ample cold drinks, provide amusements for students with time on their hands and to call attention to scheduled events so that students are not late for the various events.

THE UNIVERSITY OF TEXAS  
 Division of Extension  
 Austin 12

June 8, 1949

W. Edward Hatchett  
 917 W. Mulberry St.  
 Denton, Texas

Dear Mr. Hatchett,

I am sending you a sampling of practically everything we have printed. I hope it will be of some assistance to your class.

I, too, have had serious difficulty in securing references for the administration of contests. About the only thing I have found are various single articles in the music periodicals which I am sure you already have on your lists.

Music activities are little different from other high school activities in their administration and justification and there are several good books on the administration of High School Activities. Even these, however, are pitifully inadequate in their discussions of the values of music competition. Some are downright laughable: Roberts and Draper in their book, "Extraclass and Extramural Activities in High Schools" spend many paragraphs giving the history of music contests; follow with a paragraph listing the types of competition available in instrumental and vocal contests; then, a brief discussion of the advantages of competition in music; and then present a rebuttal against music competition two of the four points of which deal not with music competition but with music memory:

"..... (1) to know the opening phrase of a composition in music-memory contests is not of much musical value.  
 ..... (3) too much time is spent on the music-memory end of music to the neglect of other equally valuable phases....."

I would like very much to participate in your discussions concerning the advantages and disadvantages of music competition. I hope we can get together. My duties with these music selection committees begin on June 16, but I might possibly visit with you on June 13 or 14. Let me know and I'll slip away from the office.

Very sincerely,

F. W. Savage  
 Box H, University Station

TEXAS COLLEGE OF ARTS AND INDUSTRIES  
Kingsville, Texas

June 16, 1949

Mr. W. Edward Hatchett  
917 West Mulberry  
Denton, Texas

Dear Ed:

I shall try to help you all I can by getting together some forms which we use. However, most of the forms are kept in Mr. Wade's office, but I shall try to get down there shortly and get some copies for you.

I am convinced that with the aid of some forms the chief need is a lot of help and a lot of responsibility in the hands of a very few people. My experience in dealing with Region V at San Antonio is that the chairmen are so busy with their own organizations that they wait until the last minute to try to organize the contest and then cannot obtain enough help; and as a result, the thing is a mess. Here we set up committees of students and put some responsible student in charge of the committee. I assign students specific jobs to do and try to make sure that every contest location is properly supervised every hour of the day. I repeat, that I believe most contest organizations fall down because they do not have enough help and do not have responsible people running the contest. You would be wise in your thesis to set up committees and define specifically their duties, such as, committee to handle the stage for large organizations, to announce each organization, to take care of the judges' music; committee on clerical help for the judges, committee for information center, sight-reading room, etc. and etc.

Regarding scheduling the contests, you should point out different methods. For example, all solos on one day and all organizations on another day. This may entail two different trips to the contest center for certain students. This year at A. & I. we scheduled the soloists before and after the appearance of the organization. Time must be allowed for sight-reading and the problem becomes complex when a school, like Bishop, enters a boys chorus, girls chorus and mixed chorus. Or, like Corpus Christi, which has a band and an orchestra. I hope to put into effect some more definite machinery whereby the directors can tell me about what time they prefer to appear.

Mr. W. Edward Hatchett

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June 16, 1949

Another headache in scheduling is the matter of accompanists. We have finally got some of our directors to list on their application blanks who is accompanying who, but we had a lady director in the Region who had to accompany forty solos.

I am not satisfied with the entry blanks, especially choral. It is confusing about high and low voices, boys and girls, etc. Many times I have to guess at the sex of the student because the director merely puts down low voice and the student may be Johnny and it turns out to be a girl alto. I do not see why we cannot have a separate sheet for boy vocal and girl vocal.

These are some of the things I can think of in a hurry. I like to be able to notify each director at least a week in advance of the contest as to time of appearance. This year I was able to send each director a proof copy of the program and ask for corrections. In former years I used a mimeographed sheet and copied the information off onto this sheet as each group was scheduled. This type of notification can only be done if the Executive Committee insists, as we do here, that the deadline of entries is twenty-one days before the contest and no entries are accepted after that date. In San Antonio this year the directors did not get their program until the night before the contest because the deadline was not observed. Our Executive Committee insists upon dealing with the superintendents and we must send all material about the contest to the superintendent. Much of this important data is thrown in the wastebasket so we send out mimeographed bulletins containing the same dope to each director.

If I can help you further, do not hesitate to write. I wish you good luck on your thesis and appreciate the nice things you said in your letter.

Cordially yours,

L. W. Chidester, Chairman  
Department of Fine Arts

LWC:ac

SOUTHWESTERN BAPTIST THEOLOGICAL SEMINARY  
The School of Sacred Music  
Seminary Hill  
Fort Worth, Texas

June 27, 1949

Mr. Edward Hatchett  
917 West Mulberry, Apt. 1  
Denton, Texas

Dear Friend Hatchett:

I do not know just exactly how to proceed with this letter in order that I may give you the material you desire, so I am going to address this to the imaginary contestants:

"I am Campbell Wray from the Music Department at Southwestern Seminary in Fort Worth. For a number of years I directed choral music at Austin Senior High School and was head of the voice department at Texas School of Fine Arts of that city. I tell you this so that you will be assured that I know something of the excitement surrounding an occasion of this kind. I want you to know that your interest in music coupled with my interest in music makes us friends. I have come here to be of what help I can to you in appraising your musical strength and weakness, and in so doing to offer suggestions whereby you may more nearly attain the musical perfection you no doubt desire. As you sing I hope you will feel that you are amongst friends and therefore will sing with perfect freedom of mind and body. May I suggest that you have this attitude: 'This is the best I can do. I hope you will enjoy it.' We will now hear the first contestant and may each one of you sing the best you have ever sung."

In writing out my criticisms to the solo contestants or to the choral directors, I try to make a practice of addressing the contestants by their given names, such as Betty or Jimmy, and the directors by "Miss Smith" or "Mr. Jones," unless I know them more intimately, in which case I use their given names also. I feel like in so doing that there is a personal touch which enables me to get closer to the individual and say more constructive things than otherwise. Many times an impersonal critical statement has the reverse effect than

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what was intended. It is my feeling also that no criticism should be made that is not accompanied by a suggestion as to the remedy. To further illustrate this point, I believe in this approach: after making the critical statement, the remainder could be suggestions in this fashion:

"May I suggest, etc." or "It is my feeling that if you were to proceed along the following lines, etc., etc."

I concur with you in the belief that where at all possible the critic-judge should have a few qualifying words with each contestant immediately following his participation, and this in the presence of the teacher, if at all possible.

Another important item in this connection I think is to always leave the impression that your criticism is based on your judgment only and not the laws of the Medes and Persians, as it were. It is my feeling that the virtues of each participant or participating group should be magnified and in general a positive attitude toward the whole procedure of adjudication should be maintained throughout.

I don't know whether all this rambling will be of any benefit to you or not, but here it is:

I somehow wish that you would branch out on this limb in your section of suggestions: that more time be given to contests, and that critic-judges of the right caliber be secured so that immediately following the contestant's participation the critic-judge could take the criticism sheet, using one or more of the outstanding points of weakness or strength and proceed then and there to attempt to correct these faults or magnify the virtues. I realize the implications involved, etc. Still I feel that a man who knows his business and has an ability to handle people could make a contribution on the spot which would move music education forward at a much more rapid pace than it is moving. The honest and ambitious music teachers could learn more about public school method at such a contest than they could get in a whole summer's work at some teachers' colleges. This would limit the group of adjudicators, for not many people could or would accept such an invitation. Still that would not be bad, for there is comparatively little constructive work being done by these people. I am sure you have thought about this many times, but I encourage you to incorporate such an idea into your thesis so that those who read it may

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be stimulated to think in the same way; and some of these days enough people with courage will put such a proposition to work and I am confident when this comes to pass that nothing but good can come from it. For those who would object need to be brought out into the open anyway.

Trusting that this letter will contain something of use to you and wishing for you signal success in your work, I remain

Cordially yours,

J. Campbell Wray

JCW:db

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