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Dear Directors,

Welcome to Channelview High School for the 2021 UIL Middle School Band Concert and Sight-Reading Contest to be held on March 30th and 31st. Enclosed you will find:

1. Map of Channelview High School
2. Map of Channelview High School Contest Layout
3. Schedule of performance times

*WE REQUEST YOUR PATIENCE THIS YEAR. We recently passed a bond that includes work to most of the campus. Based off conversations with the construction company and district administration, our contest should not be affected by construction.*

**Below are the guidelines that are different from previous years, so please read thoroughly.**

- Anyone entering campus, must have a school ID. This includes directors and administrators.
- Parents are not allowed unless they have been vetted by your district and have a district ID.
- Band Directors and district administration must have a staff ID at all times on campus
- Masks must be worn at all times by all staff and students
- Students may remove their mask when playing their instrument
- Band directors are responsible for their own social distancing in holding, on stage and in sight reading. You may social distance as much or as little as you do on your own campus.
- Warm-up and Concert, will both be done on stage. Please follow all guides directions as far as timing.
- There will be no shells or risers on stage.
- Band directors will be given one envelope that will contain the sight reading music once they enter the sight-reading room
  - It will be in score order and based off the numbers given to the region secretary
  - Any member of the band's staff may distribute the music while the main director is doing their three minute score study
  - At completion of the performance, the band director or someone on staff will collect all of the music and return it to the envelope
  - The envelope then will be returned to the sight-reading room monitor
- Students and directors will need to wear a mask during the sight reading procedures and may remove it during the actual performance
- There will be no congregating in the UIL office by directors or staff. Please take all group discussions outdoors. Please share this with your other directors and administrators
- Performing directors will be the only ones allowed in the UIL office.

Our school is located on the corner of Sheldon Rd. and Crockett. The best way to arrive at the school is to take Beltway 8 to I-10 East. Exit I-10 East onto Sheldon Rd. which is the very next exit. Turn left, or North, onto Sheldon Rd. After Woodforest Blvd (a stop light), you will pass our administration building and stadium. The very next light is Crockett. Turn right onto Crockett. Take the first left turn which will take you into the front drive. This is new; The student drop off area is by the front of the building. The equipment trucks will unload in the same area. After your buses have dropped off students, we ask they park at the far end of the student parking lot by the retention pond until it is time to load again. Please see map for directions because it is completely different than previous years.

Students, directors and administrators will enter into the band hallway of the school through door #35. This is the glass doors right outside the contest office. You will be met by student representatives from Channelview High School. The band guides will direct you to a waiting area with restrooms available. Because of traffic flows and potential noise, please instruct your students not to leave the group or a guide.

Upon arrival, each director should check in with the contest office located in the band classroom at the end of the band hallway. Remember to have all of your judge's scores numbered and be sure to write the school name on the front of each. **DON'T FORGET YOUR FORM 1.** *Here is a letter from Dr. Bradley Kent about the new form 1 procedures.*

Dear Executive Secretaries,

Please continue with requiring Form 1s for concert and sight-reading evaluation. Each school district should include on the Form 1 the students who will be performing with the ensemble – whether or not the school district is permitting the academically ineligible students to participate. Therefore, the Form 1 contains the names of the students that the school district says is eligible to participate.

Bradley N Kent, D.M.A.

Student monitors will be assigned to your group upon arrival and lead you through the contest process. Please leave your cases on the bus or truck as there will be no storage available. We also strongly encourage you to have your students dressed upon arrival as we do not provide dressing rooms.

There will be a sufficient number of chairs and stands for each group on the stage and sight-reading rooms. A Harmony Director, Peterson tuner, and McAdams metronome will be available on stage for warmup.

**Equipment available on stage:**

1. Bass Drum
2. Four Timpani
3. Chimes
4. Xylophone
5. Marimba
6. Bells
7. Gong
8. Piano

**NOTE: The piano is a concert grand, so please plan your stage setup correctly.**

**Equipment for Sight-Reading will be provided as necessary (bass drum, timpani and bells).**

\*Sight-reading will also require use of snare drum, triangle, crash cymbals, and suspended cymbal.

**NOTE: We will not furnish mallets, sticks, cymbals, snare drums or any accessories. CHS Percussion instruments, stands and chairs will be sanitized between groups.**

We will do our best to keep this contest on schedule, so please follow your student guides or hosts directions or warnings. We will have a stage crew to setup your band but we suggest that you have another director available to fine tune your setup. Please instruct your percussion section to set up for the performance. If your stage setup changes from a version you sent, please fax/email one to me and Ben as soon as possible.

Doors to the auditorium will be closed during each performance. The administration of Channelview High School would like all directors to remember that classes are still in session. Please do not allow students to explore CHS or allow them to leave the group. **Students must remain quiet in the Fine Arts Hallways due to the close proximity of the three performance areas.**

Please keep in contact with your transportation providers. We will keep the contest moving as smooth as possible to ensure an accurate schedule. Upon completion of sight-reading, your group will be led outside to our student drop off area. Please make sure your drivers are aware of the approximate time you will be exiting so that they may have the buses lined up and ready. Please be aware that CHS monitors will not be allowed to watch students without a director. Plan for another director or parent chaperone to monitor your students when you will not be available.

**VERY IMPORTANT: If your performance time is between 7-8 am or 2-3 pm, please allow extra time for traffic around our school at these times. If possible, you may consider arriving a little early to have ample time to adjust to the new surroundings.**

We wish to do everything in our power to ensure that you and your students have an educational and successful experience here at Channelview High School. If at any time before, during or after you performance you have an issue, please do not hesitate to let me know. We wish you the best of luck during your performances.

Thank you,

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