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February 14th, 2022

Dear Directors,

J. Frank Dobie High School welcomes you to our campus for the 2022 UIL High School Orchestra Concert and Sight Reading Evaluation March 3rd and 4th.

Please remember:

1. Form 1s are a required document for concert and sight-reading evaluation. Each ensemble should have a Form 1 for 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.
2. Please use the Seating Chart on the www.region19uilmusic.com website template for you to use in this contest. It looks like this:

School: _____
Director: _____
Conference: _____

Row	Chairs	Stands
1		
2		
3		
4		
5		
Total		

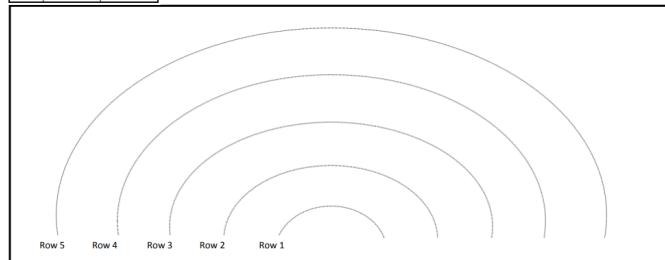
X = Chairs O = Stands

Please indicate location of chairs, stands, and other equipment

Podium: Y N Piano: Y N

Please label your sections to assist in the correct distribution of sight reading folders in the sight reading room

Piccolo	Trumpet 1	Violin 1
Flute 1	Trumpet 2	Violin 2
Flute 2	Trumpet 3	Viola
Oboe	French Horn 1	Cello
Bassoon	French Horn 2	Bass
Clarinet 1	French Horn 3	Harp
Clarinet 2	French Horn 4	Piano
Alto Clarinet	Trombone 1	Percussion 1
Bass Clarinet	Trombone 2	Percussion 2
Alto Sax 1	Trombone 3	
Alto Sax 2	Euphonium	
Tenor Sax	Tuba	



Front of the Stage
Dobie High School

On the Region 19 UIL music website, you will find a map to Dobie High School, a map of Dobie High school indicating areas used for the contest, and a contest setup chart. Please help us speed things up in the Sight Reading room by providing accurate seating charts **with labeled sections** so that our student helpers can get the correct Sight Reading folders on your stands.

Buses should enter on the south side of the school, past Moore Elementary (just past the Dobie marquee sign). Head all the way to the back of the school, turning right at the second stop sign. Upon pulling up to the Auditorium entrance, our student greeters will meet your bus and escort your group to your assigned uncasing area.

Directors will need to report to the contest office in order to check in and drop off scores, and if needed, turn in up-to-date seating charts and Form 1's. The contest office is located in the band's small ensemble room.

Please direct your students to keep their belonging within the borders of the assigned uncasing area, and do not play or tune in the hallways or auditorium foyer. Sounds from the hallway can be heard through the auditorium's side doors.

In the Warm-Up Room, on Stage, and in Sight-Reading, you will have a podium and a chair/stand setup matching your seating chart. Additionally, the warm up room will have a metronome/tuner. **You are advised to bring your own Bass stools, rock stops, replacement strings, and extra bows to address any needs or equipment failures your students may experience throughout your ensemble's evaluation process.**

Our student workers will set up the Warm-Up Room, Stage, and Sight-Reading Room for you; guide your group from space to space; confirm your performance order for the pre-concert announcement; get you the right parts in the sight-reading room; keep track of your time in Warm Up and Sight Reading rooms; and if any issues arise they cannot address, find a host or contest official.

A few points of considerations:

- You will conclude your time in the Warm-Up Room 5 minutes before your performance time, in order for the group following you to begin their warm up on time.
- Our stage piano is a concert grand. If your performance requires piano, plan your stage setup with this size in mind.
- If you are looking to borrow any large percussion for your performance, please contact Dobie High School's percussion specialist Clay McNeill CMcneill@pasadenaisd.org and Head Band Director Kevin Erickson KErickson@pasadenaisd.org. **Our Band Department is willing to provide large percussion item if your needs have been coordinated prior to the contest.** The Dobie Band Department will not furnish mallets, sticks, cymbals, snare drums, or other small accessories.
- If coming or going between 2-3 PM plan to allow extra time for school traffic during our 2:35 PM campus dismissal.
- **Please let us know if your group needs to remain at Dobie for any extended amount of time before or after your performance. We understand that bus schedules can be inflexible at certain times in certain districts. We will do what we can to accommodate you.**
- Students listening to the performances of other schools must have adult chaperones or directors with them while in the auditorium. If you are planning to have your students hear another group's performance, relay the expectation that all audience members should remain completely silent during performances and while ensembles are performing and judges are writing comments.
- In observance of campus security expectations, parent chaperones or parent guests accompanying your group should sign in with our front office and receive a RAPTOR visitors' badge.
- At the conclusion of your Sight Reading performance, our student workers will take your students back to their assigned casing area while you go to the Contest Office to collect your orchestra's evaluation sheets and check out with Mr. Gollehon.

If you have need of any special accommodations, please email any of us as far in advance as possible and we will try to be as helpful as possible.

We look forward to hearing your wonderful groups, and wish the best of luck to you and your students during these final days of preparation.

Musically yours,

The Dobie High School Orchestra Directors