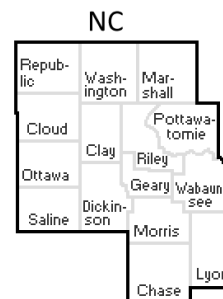


KMEA North Central District



Summer Board Meeting – June 24th, 2016

Present: Darren Brooks, Jamie Minneman, Joel Gittle, Devin Burr, Ryan Holmquist, Jake Andres, David Bernard-Stevens, Sean Keasling, Laurie Davis, Troy Johnson, Kevin Johnson

Absent: Bob Haselhuhn, Keri Boley, Gayle McMillen, Nancy Monical

The meeting was called to order at 4:25pm

Reports

- **Executive Committee – Darren Brooks**
 - Took over as president in March
 - Joel Gittle was appointed as the NC District Executive Director in May, as voted on by the Executive Committee.
 - Darren Brooks and Jamie Minneman attended the State Vice President's Leadership camp and learn how the State KMEA board operates.
 - Darren Brooks attended the June State Board meeting and reported the following items:
 - Changes to the KMR have been approved by the State board. Articles can be submitted throughout the year and the KMR website will be updated as articles are submitted.
 - NC District board members have been asked to continue to advertise the fact that the KMR can be found online now.
 - Exhibits for this year's ISW will be in the Expo Hall of Century II.
 - ALL State Ensemble participation fees and ISW registration will be \$5.00 more due to the added cost of renting the Expo Hall.
 - Troy Johnson added that there will be a "teachers' lounge" area in the Expo Hall as well as the concessions stand, to allow for participants to socialize in a central area of the convention.
 - Troy Johnson also reported the exhibitors will benefit from this change in two ways: they are centrally located, and that there will be more interaction between the exhibitors and attendees of the convention.
 - The All State Elementary Choir will become an annual ensemble
 - There is continued discussion on splitting the All-State Choir
 - There has been a committee formed at the State level to discuss proposals of what a split in the choir would look like and Kevin Johnson is representing the NC District on this committee.
 - The committee is meeting on July 7th in Topeka.
 - Kevin reported that there will be no change in this ensemble for the upcoming year.
 - Troy Johnson reported that the current formula would leave some districts with a very small number of participants in the All State Choir.
 - Northeast District is ready to split. All the officers are in place.
 - The split will occur on March 1st, 2018.
 - All State Instrumental Live auditions will take place on January 7th at Lakewood Middle school in Salina. The contingency date is January 14th.
 - The Festival committee is looking at changing the rubrics for Regional and State Solo and Ensemble.
 - Percussion would be split into Mallet, Battery, and Timpani
 - The point spread for State will change to make it more difficult to receive a superior rating.
 - 2017 KMEA In-Service Workshop
 - Tricia Kidd – NAfME SW Division President
 - Kansas State Music Standards – continued training opportunities
 - KMEA All-State Ensembles
 - Rehearsal Venues: Orchestra- Broadview Ballroom, 56A Band-Century II Exhibition Hall, 1234A Band- Century II Convention Hall, Choir- Century II 209 Cypress, Jazz-Hyatt Trailroom, KIB- Garvey Building, ML Choir – Hyatt Riverview Ballroom, Elementary Choir – Hyatt Riverview Ballroom
 - All-State Concert Order
 - 2017: Orchestra, 1234A Band, 56A Band, Jazz Band, Choir
 - 2018: Choir, Jazz Band, Orchestra, 56A Band, 1234A Band
 - NAfME All-National Ensemble Selections – 70 auditions from Kansas

- 24 students were selected for the ensembles (this is the most Kansas has ever had)
 - Keep encouraging your students to audition for these ensembles.
 - Justin Gittle, the North Central District Future Music Educator Scholarship winner, thanked the North Central District for this award.
- **Executive Director – Joel Gittle**
 - Appointed to this position in May 2016.
 - Purchased a new laptop to use and will be purchasing a new printer
 - Took possession of all NC KMEA assets and records in June & July 2016.
 - Plan to transfer all financial records and monies from Kansas State Bank to Community 1st Bank during July – after fiscal year end on July 1st
 - Joel believes that he can a better rate at his bank
 - \$12,000 in our savings account
 - \$8,500 in our checking account
 - Have a CD – \$4,000 to \$5,000 range.
 - Spoke with Secretary/Treasurer about continuing as Secretary. She is not interested in continuing with NC KMEA.
 - She will continue until June 30th
 - Joel will take over the financial duties as of July 1st
 - This change was made to be more consistent
 - North Central District By-Laws & Policy Handbook revisions.
 - Revisions continue.
 - Page 4 – Listed all the Colleges and Universities in the State for the NC District Future Music Educators Scholarship – Let Joel know if he missed anything.
 - Didn't truly have true accurate by-laws
 - Page 10 – Revised the job descriptions list for each position on the board. Let Joel know if any changes/additions need to be made.
 - Page 18 – Talks about adding a 5 year plan for events (Executive Council Vote)
 - For example – Summer Board meeting is on the last Friday of June/ the Downbeat Session will be on the last Wednesday of August.
 - Joel Talked about adding a Four Year Medallion Award for anyone who makes a District Honor Group for four years.
 - Minimal expense.
 - Small amount of students
 - This will be voted on.
 - Honor Ensemble process
 - Added Orchestra to the Live Audition process
 - Middle Level Chairs will need to send Joel their process to Joel to add to the Handbook.
 - Page 21 – Addition of paying a “Special Musician” for our Honor ensemble events.
 - Page 21 – Also talked about changing millage payments/payments for clinicians.
 - Election of President will need to be changed due to the online process.
 - Page 6 – Article 5, section 3 – Troy pointed out that “needs to be at all meeting” needs to be taken out.
 - Troy pointed out that the Website policy must be follow the State Level policy.
 - New format follows state format.
 - Updated Dropbox and Board email list.
 - Be sure all officers and chairs are signed in and using dropbox.
 - Develop a 5 year plan for dates of events.
 - It is my proposal to put in place a 5 year plan of events.
 - Entries and Fees will need to be discussed between Joel and Troy.
 - As with KMEA & KSHSAA, we know the dates of all events multiple years in advance. We have this in place with the Mini-Convention and Clinic/Concerts.
 - My suggestion will be to put this in place for the board meetings, Downbeat Sessions, etc. (need vote)
 - Called all other Districts and spoke with other ED's about their structure. 4 Districts have the President-Elect record minutes, 3 Districts have hired Secretaries record minutes.
 - There are 5 business meetings that need official minutes per year.

- Summer Board meeting, Downbeat Session, HS Mini-Convention, ML Clinic/Concert, EL Clinic/Concert.
 - My suggestion is to have the President-Elect record the minutes and remove food provisions from that job description. Place the food provisions on to the Vice President job description. (need vote)
 - This would allow us to save money (not hire a secretary).
 - Spoke with all the ED's about Executive Director salary.
 - NE/EC/SC - \$1500.00 annual. SE - \$1000.00 annual. NW/SW - \$500.00.
 - NC is slightly larger than SE so I propose that my salary be \$1000.00 annual. (need vote)
- **High School Band Chair – Devin Burr**
 - Sharon Toulouse, Assistant Director of Bands at the University of Kansas, will be the December clinician.
 - Younger Director to connect with the Students
 - Double checked all of the PDF's for the State Band Auditions and they are correct for this cycle
 - Audition Prep Day
 - A Saturday in December
 - Need to contact the KSU staff to set the date
 - A High number of participants in this made the District Band.
 - Can we pay the staff who works this event?
 - Will talk to Joel about reserving Manhattan High for this event.
 - Recorded auditions will be available for students with conflicts as outlined in the District Handbook.
- **High School Choir Chair – Ryan Holmquist**
 - The Clinician this year will be Julie Yu from Kansas State
 - Depending on the order of the concert, we may have a clinician for 17-18.
 - Will perform the three required pieces for State this year and a fourth piece is being decided on by Dr. Yu
 - The registration is going from two forms to one form.
 - Need to communicate with band colleges if a student is auditioning for both band and choir.
 - There will be a checkbox on the form, so that we know who is auditioning for both band and choir.
 - Troy reported that as we register we will not have an automatic invoice.
 - An invoice generator will be used instead. Teachers will put the number of students auditioning into the generator and an invoice will be created.
 - Kevin Johnson wanted to make sure that it is labels as a registration fee in the case that a student registers, but doesn't audition.
- **High School Jazz Chair – Jake Andres**
 - Brad Dawson, professor at Fort Hays State University will be the Jazz Clinician this year.
 - In contact with the State Level Chair in order to make sure the auditions material is correct.
- **High School Orchestra Chair – David Bernard-Stevens**
 - Clinician will be Dave Klien
 - Former National Teacher of the Year Candidate.
 - He has put additional feelers out to investigate future clinicians.
 - They will use the same Live Audition procedure as last year.
 - Will now use the same recording procedures as the band.
 - Audition excerpts have been edited
 - PDF's have been posted for the scale requirements
 - They would like to add an audition prep day for the strings
 - KWU has an unofficial one right now.
 - They would like to have more judges.
 - They are looking at KSU students and also middle level directors.
 - Troy Johnson asked if they are looking at going back to recorded auditions, but we will continue with live auditions.
 - David Bernard-Stevens asked for a change to registration. The violins do not need a Violin I and II checkbox anymore.
- **Middle School Band Chair – Sean Keasling**
 - He is still in the process of choosing a clinician.
 - The same audition material and rotation will be used as the Northwest District.
 - We will be using the cycle 1 material this year.
 - The requirements are listed on the website
 - He does have the audition music on PDF if director need them
 - Chromatic scale requirements need to be updated

- Need the information for the chromatic ranges that was discuss at the Middle Level Clinic in January.
 - We will be using the “Festival Scores” system developed by Troy Johnson for the recorded audition procedure this year.
 - Troy Johnson reported that is an online audition management system.
 - It is flexible in what instruments/voices are auditions.
 - It is flexible with the number of judges that are used
 - You can upload any rubric you would like the judges to use to the system.
 - Can set dates for the audition upload, and set a date for when the judges need to finish.
 - It is all done digitally.
 - No late entries are allowed.
 - The chair person can monitor the progress of each judge.
 - Judges can listen to the auditions anywhere
 - Troy suggested that judges use high quality headphones.
 - Judges can flag an entry if it sounds like improper audition procedures have been used.
 - When judging is complete, ever entry is ranked based on the average score from each judge.
 - Rosters are published to the “Festival Scores” website and can be exported out. Into a document.
 - Price is \$1 dollar per completed entry.
 - The full audition must be completed before we are charged.
 - If three audio files are required (chromatic scale, major scale, auditions material) they all must be uploaded to be judged.
 - For tie breaks, the rubrics are weighted. The top category is the deciding factor in a tie.
 - We will need to discuss when the audition upload deadline is.
 - A chair elect has not been selected yet.
 - Sean Keasling is working on finding people who are interested but nobody has volunteered.
 - Sean Keasling needs help in finding a chair elect.
 - Jake Andres suggested – Steven Racker who was just hired at Chapman.
- **Middle School Choir Chair – Keri Boley**
 - No Report Given
- **Elementary Chair – Laurie Davis**
 - The same two clinicians will serve this year that we had last year since we have two choirs.
 - The clinicians will flip flop groups this year.
 - The split between participant schools will be the same as it was this last year.
 - Matt Nutter and Jason Sickle will work on the literature selections and Laurie will send it out to directors and get it on the website.
 - We are looking into who will be the chair elect.
- **Advocacy Chair - Gayle McMillen**
 - No Report Given
- **Mentor Chair - Nancy Monical**
 - No Report Given
- **Webmaster - Troy Johnson**
 - As a district we do have a domain name.
 - Any of the district officers can have an e-mail address through this domain.
 - This is \$2 a month. Charge
 - The advantage is that all your KMEA e-mail go to one box.
 - Also this inbox has more storage than your typical e-mail account.
 - Some districts pay for their president to have this account
 - Keeps a record and is searchable
 - All State Ensemble Eligibility
 - The director who registers students for these ensembles must be a member of NAfME.
 - This will be stated in the All State Manager as directors register their students.

- If there are multiple directors at a school, the director who is authorized to register students must be a member of NAfME.
- Joel Gittle suggested that we make this a policy at the District level as well.

Old Business

- Important Dates
 - August 24th Downbeat Session Manhattan High School, Dinner at 5:00 pm, meeting at 5:30 pm
 - September 1st Honor Administrator and Outstanding Music Educator Nominations Due
 - October 9th HS Honor Choir Audition Entries and Fees Due
 - October 10th HS Honor Jazz Band, Band and Orchestra Entries and Fees Due
 - October 18th Middle Level Audition Entries and Fees Due
 - November (?) Middle Level Band Audition Recordings Due – To Be Determined
 - November 5th HS Honor Groups Auditions – Junction City, KS
 - November 20th Elementary Honor Choirs Entries and Fees Due
 - December 3rd HS Mini-Convention – Manhattan, KS
 - December 3rd Middle Level and HS Participation Fees Due
 - January 14th Middle Level Honor Concert/Clinic – Junction City Middle School
 - February 4th Elementary Honor Choir Concert/Clinic – Junction City Middle School
 - District Scholarship reminder – deadline is 3rd Friday of November
- Revisions to the Handbook
 - This process continues. Chairs please get your revisions to Joel.

New Business

- Double Check and verify all clinics this year (Locations and Concert times)
 - All dates are verified in Manhattan, but we need to double check the dates that are held in Junction City.
 - We will need to look for the order of the performing ensembles at the High School Mini-Clinic.
- Do all our chairs in their second year have assistant chairs to take over next year?
 - We continue to look at this.
 - Elections in December on the “KMEA Members” website: <http://members.ksmea.org/>
 - We will also use this system to vote on the new District By-Laws and Handbook.
 - Troy Johnson explained the process on how to use the website.
- Action on the audition procedures for the Middle Level Band
 - The board decided to use and pay for the Festival Scores system as a part of the Middle Level Honor Band audition procedure.
 - Sean Keasling will determine the dates for when these action occur:
 - Uploads begin/end
 - Judging begins/ends
 - Teachers need to know the upload deadline
 - Troy Johnson advised Sean Keasling to include in his information to directors when the roster for the honor ensemble will be published.
- Action on having lunch at the Middle Level Honor Concert/Clinic
 - We tabled this item until further discussion at the Middle Level Clinic in January.
- It was decided to add all meeting minutes to the website
 - The minutes will be e-mailed to Troy.
- Vote on developing a 5 year plan of district events
 - This vote will be done by the Executive Committee via e-mail.
- Vote on adding the recording secretary duties to the President-Elect position
 - This vote will be done by the Executive Committee via e-mail.
- Vote on switching the food provision duties from the President-Elect duties to the Vice President duties.
 - This vote will be done by the Executive Committee via e-mail.
- The Board voted on the Executive Director’s annual salary
 - It has been suggested to set this salary at \$1000.
 - This is the salary this position has been paid in the past.
 - David Bernard-Stevens made the motion to set the Executive Director’s salary at \$1000 per year.
 - Sean Keasling seconded the motion

- The motion unanimously passed
- Should we add a North Central District Facebook group to get announcements and information out to members?
 - Troy talked about how he creates the e-mail groups for the district officers and chairs.
 - These groups are built through registration in the district honor ensembles.
 - Troy is working on creating an e-mail group of “other directors” for schools that have more than one director.
 - Troy can also develop the “other” group through registration on the “KMEA Members” website.
 - NAfME data cannot be used because they do not ask for the county each member lives in.
- The Board voted on the Four Year Medallion for those students who are selected to participate in a District Honor ensemble for all four years of High School.
 - Sean Keasling made the motion that the district gives those students who have participated in a high school honor ensemble for four years will receive a “Four Year Medallion”.
 - The motion was seconded by Jake Andres
 - The motion passed unanimously
- The Board voted on the changing the payment rate to clinicians.
 - We currently pay \$.30 for millage plus other expenses
 - We also currently pay \$350 to each clinician.
 - Joel Gittle reported that it takes about \$1500 to run the elementary clinic, about \$1300 for the middle level clinic, about \$3200 to run the high school clinic. We spend about \$8000 per year and bring in about \$9000.
 - Joel believes we can be more frugal.
 - Joel Gittle would like a cap on what we pay for millage and expenses for clinicians.
 - Ryan Holmquist moved that all clinicians and accompanists will be paid the honorarium plus mileage (\$.54) and expenses. All mileage and expenses will cap at \$250.
 - The motion was seconded by David Bernard-Stevens
 - It was discussed that the millage rate should be at the State level.
 - Ryan Holmquist moved to amend his motion to; all clinicians and accompanists will be paid the honorarium plus mileage (at the State of Kansas rate) and expenses. All mileage and expenses will cap at \$250.
 - Sean Keasling seconded the amendment to the motion
 - The amendment to the motion passed
 - Ryan Holmquist made the following motion: all clinicians and accompanists will be paid the honorarium plus mileage (at the State of Kansas rate) and expenses. All mileage and expenses will cap at \$250.
 - The motion was seconded by David Bernard-Stevens
 - The motion passed
- The proposal to pay “Special Musicians” at clinics was tabled for further discussion.
- Laurie Davis asked for a vote on paying an accompanist to provide an accompaniment recording of the honor clinic literature for the elementary teachers to use for rehearsal purposes.
 - She proposed paying them \$50 for this recording.
 - David Bernard-Stevens asked if it would be possible to use the accompanist for the clinic.
 - Laurie thought this would be a good option.
 - Laurie reported that these recordings were very helpful.
 - Troy Johnson said that he could put these recordings on the website.
 - Troy Johnson also talked about putting the recordings on You Tube and the link to the video can be put on the website.
 - Sean Keasling moved that the District pay \$50 to a piano accompanist to make rehearsal recordings for the Elementary Honor Choir.
 - Ryan Holmquist seconded the motion
 - The motion passed
- Ryan Holmquist proposed that we change the language requiring participating directors to be members of KMEA
 - The Northeast district has put a similar policy in place.
 - Ryan Holmquist proposed the following motion to change Article III, Section 1 of the NC District Bylaws to the following:
 - Active membership shall be to people who are members of NAfME/KMEA, retired and active teachers in North Central KMEA. Active membership is required for participation in the activities of the association which includes registering students for honor groups, the right to vote, to hold office and admission to the meetings of the association.
 - The motion was seconded by Jake Andres
 - The motion passed.
- Sean Keasling asked about the Middle Level Honor clinic date because it has been on the 2nd Saturday of January as well as the 3rd Saturday of January.
 - The board will look at this and clean up the language in the Handbook.
- Joel Gittle reported that our scholarship recipient was in a horrific car accident, but still plans on being a music education major at Kansas State University.

- The meeting was **adjourned at 6:45pm.**

Respectfully submitted by:

Darren Brooks, President North Central District KMEA.