

To: UIL TSSEC Directors and Judges

From: O.D. Wilson, Director of Bands, Pflugerville HS, Bohls MS Contest Host

Re: TSSEC - May 24, 2025 and May 26, 2025 - BMS Campus and Contest Information

Dear Directors:

Congratulations on having your students advance to the state level!! We look forward to hosting them at this year's site, Bohls Middle School. The information in this letter is intended to help you with your visit to BMS.

School location: 5104 Pleasanton Pkwy.; Pflugerville, TX 78660

Parking and Building Access Points

We will utilize the main campus parking lots at Bohls MS and Carpenter ES for general parking (labeled D and E) and Weiss HS lot (labeled F) for bus and trailer parking. Please see the attached <u>map</u> for both the general parking and bus parking lots. PHS Band Boosters will be directing traffic.

We will utilize two entry points into the building (labeled A, door 12 and C). Access at point A is for equipment unloading and loading. The main entry point for spectators is access point C. Please see the map <u>here</u>.

Information Table

An information table will be located near the main entrance. Parents will be able to assist, guide, and direct participants to their proper <u>location</u>.

Classroom Entry Door Information

The width of the doors is listed on the room assignment document. <u>Directors please be</u> <u>aware that instruments may need to be disassembled and reassembled to get in and out</u> <u>of those doors.</u> Pflugerville HS Band Staff will provide <u>4.3 octave</u> marimbas in classrooms with regular size doors. These instruments and classrooms are indicated on the room assignment <u>document</u>. <u>No other instruments or equipment will be provided</u>.



Instrument Availability

Pflugerville HS Band Staff will provide <u>4.3 octave</u> marimbas in classrooms with regular size doors. These instruments and classrooms are indicated on the room assignment <u>document</u>. No other instruments or equipment will be provided. Instruments will not be moved from one room to another.

Contest Office

The contest office will be located in the library located straight ahead, as you enter the main doors of the school. <u>The contest office will not be used for a director lounge or for director hospitality.</u>

Director Lounge

A director lounge will be located in the multi-purpose room.

Awards Station

The Awards Station will be located in the contest office.

Originals

Remember that an original copy of the music must accompany the rating sheet to the judges' room. Pflugerville High School Band Staff will not be able to provide missing originals. Please ask students to plan ahead and double check that they have an original to present to the judge.

Warm-Up

Percussion warm-up areas are located in the cafeteria, F hallway, or outside in the back of the school (weather permitting). Outside warm-up space is labeled D on the map. All other outside spaces will be posted as "No Warm-Up / Quiet Zones". Twirling warm-up will be in the small gym.

Please advise students to be mindful of their belongings. Students are responsible for their personal items. DO NOT LEAVE ANYTHING VALUABLE UNATTENDED! Students should not warm up in any other part of the school. PfISD, BMS, PHS Band, PHS Band Boosters nor it's directors are responsible for any lost or missing items.



Concessions and Food Available

PHS Band Boosters will have a variety of concessions throughout the day in the cafeteria and in the outdoor area indicated on the map.

Souvenir Patches, Pins and Apparel

Official UIL TSSEC patches, pins, and other apparel will be sold in the cafeteria.

Student Check-In

Students should arrive at their assigned room 15 minutes prior to performance time. Remember that students should have original music with all measures numbered. Please ask students to be patient as a room may be running a tad behind or slightly ahead of schedule.

Student Performance

Students should only perform in the judge room assigned to them. PLEASE do not move students into a room of which they are not assigned, unless you have spoken with contest officials and received permission. NO MUSIC STANDS WILL BE PROVIDED: If stands are needed, you must provide your own.

Master Schedule

School schedules can be found online by logging into your account at: <u>www.texasmusicforms.com</u>. With a contest this size it is impossible to avoid all schedule conflicts, especially if an accompanist has been overextended or incorrect/incomplete accompanist information was given upon registration.

Schedule Change Requests

All schedule change requests must be processed in the contest office. Changes will be made if availability exists.

Performing Early

An event may be permitted to occur before its scheduled time under one of the following provisions:

- 1. The judge is running ahead of schedule and allows the event to perform early.
- 2. An open time or no-show (DNA) allows the event to perform early.



Changing Music

Changes to music selections must be made in the contest office.

Changing Performers in an Ensemble

Up to 50 percent of performers in an ensemble may be substituted from the performers who qualified at the region contest. These changes must be made in the contest office.

Memory Requirements

All solos must conform to the UIL C&CR and PML memory requirements.

Recorded or Electronically-Generated Accompaniments

Students must provide their own equipment and should activate the system prior to entering the room to prevent any delays in the contest schedule.

Copyright Compliance

All Judges must have a copyright compliant score to listen to and adjudicate a performance. No exceptions. Due to copyright law the use of photocopies by a judge is prohibited. [See C&CR Section 1104 and Section 1108(h)(4).] Copyright compliant downloads must have documentation indicating such. Please understand that if you arrive at the contest site without a score that is compliant with US Copyright Law and UIL Regulations you will have to make your own arrangements to secure a compliant score or forfeit your opportunity to perform. UIL EVENT STAFF AND SITE HOSTS WILL NOT HAVE ANY MUSIC OR PHOTOCOPY ACCESS.

Ratings

Ratings will be posted online (<u>https://www.texasmusicforms.com/tssecpublic.asp</u>).

Adjudication Sheets and Medals

The comment sheet for each entry will be located in the director's account that registered the events for the contest (<u>www.texasmusicforms.com</u>).

At the completion of your contest, proceed to the awards station in the library to pick up your medals and sign the awards verification form before you leave the contest. Medals must be picked up in the contest office by the sponsor or designee. Please count your awards before you leave. MEDALS WILL NOT BE MAILED. PLEASE PLAN ACCORDINGLY. EXCEPTION: OUTSTANDING PERFORMER MEDALS AND MUSIC THEORY MEDALS THAT WERE NOT PICKED UP ON SITE WILL BE MAILED TO THE ADDRESS ON THE TEXASMUSICFORMS ACCOUNT.



Contact Us Via Band App

We will be using the Band App for communication on the day of the event. Please scan the qr code to join us and ask questions. This will also be a great way to locate originals, music stands and any other equipment needed that will not be provided by Pflugerville HS Band Staff. \bigcirc



Questions

Prior to the contest: <u>music@uiltexas.org</u>. During the contest: either the information booth or the contest office.

Looking forward to hosting you and your students!

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