

## Subchapter B. MUSIC

## Section 1100: INTRODUCTION TO MUSIC CONTESTS AND EVENTS

- (a) **PURPOSES.** The purposes of the University Interscholastic League music contests and events are to provide statewide music competitions and evaluations that foster high performance standards, nurture aesthetic development and assess the mastery of the Texas Essential Knowledge and Skills for Music.
- (b) **TECHNICAL ADVISORY COMMITTEE.** Refer to Section 25.

## Section 1101: POLICY AND ETHICS; OBSERVANCE OF THE CODE

The policies and code of ethics as outlined in the following sections shall be observed by all music participants.

- (a) **SCHOOL OFFICIALS:**
  - (1) provide support for students and directors for implementing music contests and events;
  - (2) create a climate of professional concern to assure that music contests and events are carried on with sound educational qualities as the uppermost priority; and
  - (3) strive to assure that directors are aware of and observe the letter and intent of all UIL rules and regulations.
- (b) **CONTEST OFFICIALS:**
  - (1) administer music contests and events with a spirit of courtesy and cooperation among all participants; and
  - (2) see that music contests and events are conducted with discipline and decorum, maintaining both the spirit and the intent of the rules and regulations.
- (c) **ADJUDICATORS:** Adjudicators shall observe the policy and ethics code of the Texas Music Adjudicators Association.
- (d) **DIRECTORS:**
  - (1) know and uphold all rules for the UIL music program as stated in the *Constitution and Contest Rules*;
  - (2) foster a spirit of artistic involvement and aesthetic achievement for all students participating in music contests and events;
  - (3) instill, by word and example, the respect for all regulations and the graceful acceptance of adjudication;
  - (4) recognize the importance of the total educational process and remain sensitive to each student's needs in terms of academic pursuits, personal life and extracurricular activities;

- (5) maintain a reasonable and proper balance of pre-school and out-of-school rehearsal schedules;
- (6) abstain from any practice that solicits teachers to modify a participant student's grade for eligibility purposes; and
- (7) abstain from any practice that makes a student feel pressured to participate in non-school activities.

(e) **STUDENTS:**

- (1) know and respect the rules and regulations pertaining to participation in any UIL music competition or event;
- (2) maintain a sense of the educational purpose of participating in music contests and events, keeping uppermost in mind the two-fold benefit of self-gratification in an artistic activity as well as the representation of one's school community; and
- (3) remember that conduct that berates, intimidates or threatens other participants, in any way, has no place in interscholastic activities.

## Section 1102: GENERAL REGULATIONS

- (a) **SCHOOL ELIGIBILITY.** Schools shall participate in UIL music competition and events based on assignment to conferences in even numbered years. Refer to Section 1102(h).
  - (1) *New Schools.* New UIL-member schools and/or UIL-member schools not having competed during the preceding year and intending to enter music contests may become eligible by notifying their Region Executive Secretary in writing prior to September 1.
  - (2) *New Middle Schools and Junior High Schools.* New middle schools and junior high schools (whose corresponding high schools are members of the UIL) not having competed during the preceding year and intending to enter music contests and events may become eligible by notifying their Region Executive Secretary in writing prior to October 1.
  - (3) *Schools that 'Opt Up'.* Schools that 'opt up' a conference (participate in a higher conference than their enrollment qualifies) for reclassification and realignment purposes have the option to participate in music competitions and events in the conference in which their actual enrollment would place them.
- (b) **STUDENT ELIGIBILITY.** Eligibility regulations as outlined in *Constitution* Subchapter M and *Con-*

*test Rules* Subchapter D shall apply to UIL music competitions and events. The superintendent or a designee shall certify the eligibility of participants at the time of their entry into the event. Refer to Section 1103(b).

- (1) *Limited Competition.* No student may perform with more than one ensemble in each organization event code. Refer to Section 1110. **Exception:** An instrumental student may participate with more than one ensemble in each organization event code, provided the student is performing on a different instrument in each ensemble. Refer to the UIL website for acceptable definitions of different instruments.
  - (2) *Grade Limits.* No student in grades 6 and below may participate in UIL music competitions or events. **Exception:** Sixth grade students are eligible to participate in UIL concert and sight-reading evaluation under the following provisions.
    - (A) *Orchestra.* The student shall be enrolled in the corresponding music class of the ensemble that is participating in concert and sight-reading or is a non-enrolled (home schooled) student seeking participation and is in compliance with all provisions included in section 33.0832 of the Texas Education Code.
    - (B) *Band and Choir.* The student shall be enrolled in the corresponding music class of the ensemble that is participating in concert and sight-reading and the band or choir shall be comprised of a majority of 7th grade students or above or is a non-enrolled (home schooled) student seeking participation and is in compliance with all provisions included in section 33.0832 of the Texas Education Code.
  - (3) *Member of Organization.* For the purpose of a UIL music competition or evaluation, a student need not be enrolled in the corresponding music course, provided that all other student eligibility requirements are met. **Exception:** Section 1102(b)(2)(A&B).
  - (4) *Forfeiture.* In the event an ineligible student participates in any music competition or event, knowingly or unknowingly, the minimum penalty shall be forfeiture of the ratings and awards.
- (c) **REGION ORGANIZATION.** Texas shall be divided into regions for music competition and events. Organizations and individuals shall participate in regions to which they are assigned. A region may be zoned according to conferences for music purposes, provided there is a minimum of five schools of that conference in each zone. **Exception:** At the option of the Region Executive Committees regions may combine to host a UIL music contest or event.
- (d) **SCHOOL TRANSFER RULE.** Schools will be approved for transfer from one music region to another only under the following conditions:
- (1) *Transfers.* Transfers will be considered by the State Director of Music in even-numbered years when schools are being reassigned to conferences. Deadline for submissions is August 1.
  - (2) *Review Process.* The superintendent of the school desiring the transfer shall, in the request, provide rationale proving travel hardship. Transfers will be denied, if in the opinion of the State Director of Music, such transfers create an imbalance of competition. Transfers denied may be appealed to the State Executive Committee.
- (e) **REGION EXECUTIVE COMMITTEE.** The State Director of Music shall appoint in each region an executive committee comprised of seven school administrators from school districts in the assigned region, with no more than one representative from a school district. In the event the region consists of less than seven school districts the committee shall be comprised of one representative from each school district. Those administrators eligible for appointment to the Region Executive Committee are superintendents, associate or assistant superintendents, high school principals, music administrators, and other administrators designated by the superintendent. It is recommended that there be no more than two music administrators on the committee. The committee member may appoint an alternate to serve in the event the member is unable to attend a meeting. The selection of members shall reflect sensitivity to ethnicity and gender. These members shall serve three-year overlapping terms. Each committee shall elect its own chair who shall serve a one-year term. The chair may be re-elected.
- (f) **DUTIES AND CONDUCT OF BUSINESS OF THE REGION EXECUTIVE COMMITTEE.**
- (1) The Region Executive Committee shall be responsible for the region music competition and events as outlined in Subchapter B: Music.
  - (2) *Accounts.* A music Region Executive Committee may either have a UIL member school that is part of the region act as a fiscal agent for the committee or may deposit its

funds with a federally insured bank. The school acting as the fiscal agent or the bank chosen by the committee shall hold funds for the committee's use and benefit and provide monthly and annual statements showing all financial activity.

- (3) *Executive Secretaries.* A Region Executive Committee may only contract for services with a qualified individual to serve as an Executive Secretary using a UIL-approved memorandum of understanding that sets forth the terms and conditions of the relationship between the individual, the Region Executive Committee and the UIL. An incumbent Executive Secretary must be re-appointed on an annual basis by the Region Executive Committee he or she serves. In no event shall any person who contracts to perform services for a Region Executive Committee be considered an employee or treated as an employee of the Region Executive Committee, the UIL or The University of Texas.
- (4) *Signature Authority.* Any bank or other financial account shall require dual signatures on checks over an amount to be determined by the Legislative Council. In the case of dual signatures one signature must be a designated UIL member school employee who serves as a representative of his or her school on a music Region Executive Committee. The second signature may be either a designated UIL member school employee who serves as a representative of his or her school on a music Region Executive Committee or the Region Executive Secretary. Checks in an amount that are under the dual signature threshold amount only require a single signature from a designated member of the committee and/or, if affirmatively authorized by the committee, the Executive Secretary.
- (5) *Training.* All members of a music Region Executive Committee must take the online training provided by the UIL, including the attorney general's open meeting training. Information on required courses will be posted on the UIL website.
- (6) *Management of Funds.* By June 30th each even numbered year, the committee's account shall be settled as follows:  
A committee may not retain more than 25% of the prior two years average annual operating budget expenditures in an account holding Region Executive Committee funds. However, in no event may the retained amount exceed a cap amount determined in even numbered years by the Legislative Council. After all of the region's debts have been paid, any remaining funds greater than the allowed retention amount shall be equitably divided and distributed amongst the schools that have paid funds to the Region Executive Committee during the preceding two-year period. By June 30th prior to the start of a new UIL music alignment and after all of the region's debts have been paid, any school that will not remain in a region and that paid funds to the Region Executive Committee during the alignment period shall receive an equitable refund from the region's remaining funds. After a UIL music realignment process is complete and the makeup of a region has been determined, funds to finance a region's activities may be assessed to schools that make up a region in the regular course of the Region Executive Committee's business meetings.
- (7) *Audit.* An audit of a Region Executive Committee financial account and related documentation shall be conducted annually, by the UIL member school acting as the committee's fiscal agent or, if the committee's funds are in a bank account, by an independent auditor hired by the committee. The results of the audit shall be provided to the UIL as part of the financial reporting set forth in part (10), below.
- (8) *Record Keeping.* Each Region Executive Committee shall make accurate minutes of all meetings and retain all non-financial records for no less than three (3) years and all financial records for no less than five (5) years. Circumstances, such as legal action, may require records of the Region Executive Committee be retained longer than the minimum periods set forth above. Each Region Executive Committee shall meet at least three times a year and present the committee's check registry and current bank statements at each meeting.
- (9) *Ethics.* All school representatives serving on a music Region Executive Committee and persons who otherwise perform work on the committee's behalf shall be subject to the code of ethics for UIL committees found in Section 33, *UIL Constitution and Contest Rules*.
- (10) *Financial Report.* Each Region Executive Committee shall by June 30th of each year

- submit a financial report to the UIL office on a form approved by the Executive Director and the chair of the Legislative Council. The report shall contain information showing receipts and disbursements for each region contest or event that was held over the course of the school year along with any account balances and other pertinent financial information. The UIL staff shall review all submitted reports, conducting any analysis the Executive Director deems appropriate and report any relevant information or findings to the Legislative Council at its annual fall meeting.
- (g) **DUTIES OF THE EXECUTIVE SECRETARY AND/OR EVENT CHAIR.** It shall be the duty of the Region Executive Secretary and/or event chair to make all arrangements for region music competitions and events as directed by the Region Executive Committee and in compliance with the *UIL Constitution and Contest Rules*. The Region Executive Committee cannot hire or treat any person, such as an Executive Secretary or event chair, as an employee and may only hire persons to perform tasks for the committee as independent contractors.
- (h) **CONFERENCES.** Assignment to conferences as outlined in this section is mandatory and a school shall participate in the conference to which it is assigned.
- (1) *Conferences.* The UIL will assign participating schools to a conference based on school enrollment.
  - (2) *Middle Schools.* Middle schools will participate under the provisions listed in Section 1400 and are assigned to conferences according to the following:
    - (A) *Conference C Middle School.* Enrollment of 0-249 in grades 7 and 8.
    - (B) *Conference 2C Middle School.* Enrollment of 250-649 in grades 7 and 8.
    - (C) *Conference 3C Middle School.* Enrollment of 650 or more in grades 7 and 8.
  - (3) *Junior High Schools.* Junior high schools will participate under the provisions listed in Section 1400 and are assigned to conferences according to the following:
    - (A) *Conference B Junior High School.* Enrollment of 0-249 in grades 7, 8 and 9.
    - (B) *Conference 2B Junior High School.* Enrollment of 250-649 in grades 7, 8 and 9.
    - (C) *Conference 3B Junior High School.* Enrollment of 650 or more in grades 7, 8 and 9.
  - (4) *Ninth-Grade-Only High Schools.* Ninth-grade only high schools are not permitted to participate in UIL junior high school or middle school music competition and events.
- (5) *Corrections To Middle School and Junior High School Conference Assignments.* Corrections to middle school and junior high school conference assignments will be accepted up to 30 days prior to the first day of the first region music contest or event of the school year for that conference. Corrections should be submitted in writing to the Region Executive Secretary by the school principal (or designee).
- (i) **VARSITY, NON-VARSITY, SUB NON-VARSITY, COMPOSITE, AND COMBINED GROUPS.** When entering concert and sight-reading evaluation and marching band contest a school's band, choir, and orchestra program shall each designate at least one group as varsity (first group) unless granted an exception under Section 1102 (i)(3). Varsity groups may be entered in each of the following event codes: 100 (Concert Band), 921 (Full Orchestra), 926 (String Orchestra), 931 (Mixed Choir), 933 (Tenor-Bass Choir), 935 (Treble Choir), and 941 (Marching Band), provided any of the applicable conditions in Section 1102 (i)(1 and 2) are met. Other organization entry possibilities and conditions are listed in Section 1102 (i)(4, 5, 6, and 7).
- (1) *5A/6A Choirs.* 5A/6A choir programs shall enter a varsity mixed choir (event code 931). **Exception:** At the option of the choir director and local school administration and with the approval of the UIL State Director of Music, new 5A/6A choir programs or 5A/6A choir programs committed to the process of establishing a viable choir program may enter a treble choir as the varsity group representing that school. This option shall remain in effect until the varsity treble choir earns a Division I rating in concert performance. Pending request from local school administration and with the approval of the UIL State Director of Music the requirement to return to entry of a varsity mixed choir may be waived until such time that local school administration requests varsity status for the mixed choir.
  - (2) *Middle School, Junior High School, and Conference A-2A-3A-4A Choirs.* Middle schools, junior high schools and conference A-2A-3A-4A high schools shall designate either a mixed choir or treble choir as the varsity group representing that school. If a treble choir is designated as the varsity group, other choirs from that school



may be entered as non-varsity provided there is no duplication of personnel within the same event code.

- (3) *Varsity Waiver.* At the option of the music director and local school administration and with the approval of the UIL State Director of Music, music organizations representing new music programs or music organizations committed to the process of establishing a viable music program may enter as non-varsity in the conference to which they are assigned until such time that the organization earns a Division I rating in concert performance. Pending request from local school administration and with the approval of the UIL State Director of Music the requirement to return to varsity status may be waived until such time that local school administration requests varsity status.
- (4) *Non-varsity Groups (Second Groups and Below).* Non-varsity (second groups and below) bands, orchestras and choirs may participate in UIL music organization events under the following provisions:
  - (A) A varsity group (first group) of the same kind has been entered.
  - (B) String orchestras may be entered as non-varsity (second group) provided that a varsity full orchestra or varsity string orchestra from that school is also entered. In the event that a varsity full orchestra and a non-varsity string orchestra are entered, no duplication of personnel is permitted.
  - (C) In the event a full orchestra, varsity string orchestra and non-varsity string orchestra are entered, string students shall participate in either the varsity string orchestra or the non-varsity string orchestra.
  - (D) Treble or tenor bass choirs may be entered as non-varsity provided that a varsity mixed choir from the school is entered and members of the varsity mixed choir do not participate in any non-varsity choir. **Exception:** Middle School, Junior High, and 1A-2A-3A-4A choirs designating a treble choir as the varsity group or 5A-6A choirs on a treble as varsity waiver.
  - (E) Members of a non-varsity mixed choir may participate in either a varsity or non-varsity treble or tenor bass choir.
  - (F) Performing organizations in 9th grade and/or 10th grade high schools may enter as non-varsity.
- (G) Non-varsity (second groups) shall be scheduled as a separate conference.
- (5) *Sub Non-Varsity Groups (Third Groups and Below).* Schools with more than one non-varsity group shall designate at least one of those groups as non-varsity (second group). At the option of the music director and local school officials, other groups of the same kind (band, choir, orchestra) may then be entered as sub non-varsity. Sub non-varsity groups shall be scheduled as a separate conference.
- (6) *Composite Group.* When a high school adds students from grades 7 and/or 8 to students in grades 9-12 to form a participating high school unit, the resulting group is known as a composite group. Composite bands and choirs are permitted in conferences 5A, 4A, 3A, 2A and A. Composite orchestras are permitted in all conferences.
- (7) *Combined Groups.* Combined groups may exist under one of the following conditions.
  - (A) When students from a middle school, junior high school, or high school are added to students from another middle school, junior high school, or high school to form a participating unit, the resulting group is known as a combined group. High school combined groups may not advance past region competition.
  - (B) Students on ninth grade campuses who receive their music instruction as part of the total high school program may be combined with students in grades 10-12 for the purpose of a UIL music organization event.
- (j) **SUNDAY PARTICIPATION.** No UIL-member school shall sponsor individuals or organizations in a UIL contest on a Sunday. **Exception:** Under extenuating circumstances such as weather delays, site conflicts or excessive loss of school time, a UIL music contest or event may be scheduled on Sunday with the approval of the UIL Office.
- (k) **NON-TRADITIONAL SCHOOL YEARS.** (Refer to Section 383).
- (l) **AUTOMATED EXTERNAL DEFIBRILLATOR (AED) USE REPORTING.** UIL member schools shall file a report after an AED is used in conjunction with any UIL event, practice and competition, utilizing the online reporting form available on the UIL web site.

## Section 1103: ENTRY PROCEDURE

- (a) PROCEDURE. All entries, including deadline policies, shall be prepared and submitted in compliance with the *UIL Constitution and Contest Rules* and procedures established by the Region Executive Committee.
- (b) ORGANIZATION ROSTER FORM NO. 1. A copy of the Organization Roster Form No. 1 certified by the school district administration listing in alphabetical order all students eligible at the time of the event shall be on file with the Region Executive Secretary (or designee) prior to the commencement of each organization's performance.
- (c) ENTRY FEE: Each organization entering a music region event is required to pay an entry fee as established by the Region Executive Committee. In addition, each organization in concert and sight-reading and marching band shall pay a state fee as determined by the Legislative Council. State fees will be forwarded to the UIL Office by the Region Executive Committee.

## Section 1104: COPYRIGHT COMPLIANCE

- (a) COMPLIANCE: Compliance with current copyright law is required of all participants in UIL music events. Violations are subject to the penalties outlined in Sections 27 and 29.
- (b) REPRODUCED COPIES OF MUSIC. Reproduced copies of published, copyrighted music scores will be accepted for UIL music events provided the following conditions are met:
  - (1) the reproduction of scores is an emergency and is made without purpose to avoid purchase of music;
  - (2) the reproduction shows the notice of copyright;
  - (3) proof is provided that a purchase order for the procurement of copyrighted scores has been initiated or a statement by the copyright holder granting permission to use photocopied scores is submitted to the Executive Secretary or event chair prior to the performance;
  - (4) certification that reproduced scores will be destroyed immediately following use; and
  - (5) individuals or schools whose groups perform copyrighted and/ or music requiring royalty are responsible for conforming to all rules and regulations pertaining to the performance of copyrighted music.