

**AVA Summer Board Meeting Minutes  
July 8-10, 2020  
Episcopal Church of the Ascension, Vestavia**

The Executive Board met at 4:30pm for set-up and to revise/edit the Board section of the Handbook.

The board meeting of the AVA Governing Board was called to order by President Randall Fields at 6:12pm. In attendance were: Randall Fields, Meg Jones, Margaret Heron, Hilen Wilson, Amanda Slay, Alice LaGrone, Cameron Weiler, Chris Brown, Holly Luke, Marla Jenkins and Kate Dupuis (ran late and came in at 7:30pm). Introductions were made and new board members welcomed.

**MINUTES AND REPORTS**

Chris Brown made a motion to deny the reading of minutes from the June Virtual meeting. Amanda Slay seconded and minutes were not read.

**Honor Choir**

Board members discussed the pros and cons and overall involvement in the Honor Choir event. It was discussed that all colleges and universities now do reading choir/honor choir events, so this event is not as beneficial for the membership. Cameron shared her experience with a vocal a cappella group that hosted a workshop/performance that was extremely successful. The board discussed possibilities of “re-packaging” this event to a more non-traditional genre format. This was tabled to be discussed at a future meeting.

**District Chairman Handbook:**

Randall began to model the handbook editing process. The DCs were divided in groups to work through each section for edits and then we discussed changes as an entire board.

**OCS/ME/OA Training & Reminders**

Hilen discussed the following:

- Reminders to make sure the adjudicators do not personally know any of the students auditioning.
- DCs are supposed to conduct the OA students if a conductor is needed.
- Make sure to be organized with instructions.
- For ME, there is no official score sheet at the district level, so Hilen will either make one or edit the state-level score sheet.
- Meg reminded DCs to implore adjudicators to read the entirety of the résumés of the students. Also, remind the teachers that one student can possibly win all three events.
- Hilen told DCs to make sure to secure all the hard copy résumés from the directors.

## **SCPA / S&E**

Hilen created checklists for the DCs to assist them in running this event. She discussed the following:

- The scheduling is first-come, first-served and there is no way to make every request happen. DCs, b ready to field complaints on this.
- Do not pick adjudicators from our state, as most college directors are friends of many directors.
- To find clinicians, try to find directors from neighboring states.
- Make sure to get Carl to make hotel arrangements and do not let the adjudicators make their own.
- Scheduling and student runners info was also given to DCs.
- Meg suggested that DCs take their own choirs to a different district to be judged to prevent issues.
- Meg also reminded DCs to check scores and prevent scores of I, II, III
- For S&E, only two judges needed and recommended judges can be from within the state. However, try to find judges from different parts of the state.
- Make sure to find someone to do audio recordings for your district. DCs will contract them and pay them the same as the judges.

## **All-State**

**Point of Discussion:** The Board discussed the need for the All-State choirs to be inclusive in allowing identity issues. Also discussed was the need to clarify school fees for AVA events, as many directors only paid one registration fee for two different schools (those directors who teach at two separate buildings/schools)

**\*\*The following proposals for By-laws changes were presented and will need to be presented to the membership for vote:**

### ***Article VI. Fees***

***Section 6.7. will read "A school that is a combined junior/senior high or middle/high in one physical plant (with one shared address and the same administration) with only one choral director will pay only one school fee when submitting one registration with one payment.***

### ***Article XI. All-State Choir and All-State Show Choir***

***Section 11.3 will read "All-State Choirs will consist of students selected by audition from grades 7-12 as follows:***

- A. High School SATB: All-State Choir (grades 10-12; 9<sup>th</sup> graders may not audition)***

- B. High School SSA All-State Choir (grades 9-12; see vocal range in Appendix A)***
- C. High School TTBB All-State Choir (grades 9-12; see vocal range in Appendix A)***
- D. Middle School Treble Choir (treble students in grades 7 and 8)***
- E. All-State Show Choir (grades 9-12)***

***Section 11.4 will read "Auditions for All-State Choirs will be held each year. Directors will be notified of the audition procedure at the beginning of each year."***

#### ***Article XIII. Outstanding Choral Student***

***Section 13. 13 will read "The seven District Chairs on the Board of Directors will serve as the panel of adjudicators for the State Outstanding Choral Student Candidates. District Chairs will not score their own District representatives. One state-level tenor/bass Outstanding Choral Student and one treble Outstanding Choral Student will be chosen, if there are qualified candidates."***

#### **2020 No-Shows**

The Board reviewed all student no-shows and discussed problems with not following up immediately after Attendance Monitors mark students absent in rehearsals. The Executive Secretary will need to champion contacting directors on-site if a student is marked absent in any rehearsal at the event.

Board discussed and decided that All-State no-show Form be added to the AMEA website for teachers to fill in and upload excuses. This will assimilate all excuses to a spreadsheet that will be accessible by the Executive Secretary.

#### **Financial Report**

Carl Davis reported on the financial report for the 2019-2020 year. The overall loss was \$23,851.18. It was discussed that the registration for the All-State Festival is not cross-referenced with the audition list of those who were selected. Therefore, many schools did not attend the All-State Festival although the students were selected by auditions. This is a huge loss of income. Another problem is that directors who teach at two schools are often paying only one school fee, though the handbook clearly states that if it is two different schools/administrations, there should be two school fees paid.

Matt Curtis sent the \$1000 and we will use his logo on our website for advertisement.

S&E is in a continuous decline of participation, so Carl suggested we evaluate this event and try to recruit for involvement.

Carl suggested the Board consider the General Expense account and how we can prevent losing money every year. The two non-funded positions of Webmaster and Executive Secretary are the highest expenses in the account. Carl has been in contact with Jane Powell about looking over the AVA books and being the “accountability” partner for the Executive Secretary. If we do not get substantial income during the upcoming year, the AVA account balance will be around \$27,000 by November.

*Carl's Concerns:*

- DCs need to make sure the calendars are adjusted so no registration deadline falls within the first two weeks after Christmas break
- We should not give an absolute registration deadline and dismiss the “late fee” terminology, as schools often will not pay such. He suggests we discuss.
- Remove DL# and DOB from the Contract Information form.
- On the website, there should be a place for mailing address for flash drives. Also, the All-State clinician bios should be on the All-State page as well as Audition page.
- Carl suggested we allow teachers to register for AVA events even after the final late fee (of \$150) with a fee of \$400 instead of having an absolute deadline. This prevents him denying a school from participating in an event, even if up to within a week of the event. Carl will type up a statement of clarification on this matter and email to the Board to discuss at the Fall Workshop Board meeting.

***Submittable***

This will cost around \$7600 this year and the contract will need to be signed soon. The Board discussed the possibility of not needing this service if All-State does not occur this year, but decided that auditions will still take place with the hope that Spring events will take place normally. Carl included in the contract a 3000 student max and 15 reviewers in order to include S&E (and possibly SCPA, sans sightreading).

**All-State**

A committee was formed to create a contingency plan for the possibility of All-State being cancelled this upcoming year do the CV19 restrictions. The committee will present the plan to the Board for approval should this need to be put into place when more answers are available regarding Spring semester activities. The committee is comprised of the following people: Margaret Heron, Amanda Slay, Alice LaGrone, and Holly Luke.

### **Virtual Task Force Update**

Chris Brown reported on the research he has found reading journal articles and various ACDA divisions. Chris has written a recommended pathway for AVA to present to the state membership. This is a recommendation based on current research and facts regarding CV19 and choral music. It is not a mandate, but a recommendation.

He proposes the AVA recommend the following for the membership and the upcoming year:

- Students and teachers should wear N95 masks for covering their nose and mouth while rehearsing in a closed space/classroom.
- Students and teachers should practice social distance protocols prescribed by the CDC and the WHO regardless of their rehearsal environment.
- Where possible, and with the safety of students as the primary concern, choral rehearsals should take place outdoors.
- If well-ventilated rehearsal areas are not feasible, an HEPA-type air purifier (such as a Winix 5300-2) is recommended for every 360 square feet of rehearsal space.
- Recommended rehearsals strategies should include wearing masks while singing or humming as a means for learning vocal parts.
- Finally, it is recommended that Fall/Winter concerts should not occur in a performance space where social distancing cannot be maintained for both the audience and the performers. Alternative solutions would include virtual concerts streamed live or recorded and made available via web services such as FaceBook Live or YouTube.

*Alice LaGrone made a motion that we accept the recommendation written. Motion seconded by Hilen Powell. Discussion ensued with the caveat that it be a "malleable" recommendation and can be changed as more information becomes available.*

### **OCS/OA/ME**

\*This will be done entirely through *Submittable*. If the Spring is still under COVID guidelines, State Level will be done virtually through Zoom (or comparable platform). Résumés will uploaded through *Submittable* as well.

### **General Info**

DCs need to email all teachers from last year's last year's master google mailing list on the AVA Board page. They need to reach out to all teachers in their district and make sure they register on the AVA database. DCs were instructed to be diligent in getting new and transferred teachers to update in this list for this school year.

### **Fall Workshop and Essential Standards Committee**

Randall suggested that a committee be assembled to make a schedule and decide on sessions and clinicians for Fall Workshop. Also, a committee was formed for

deciding “Essential Standards” in the Alabama Course of Study in case we are forced into another school shutdown this school year.

\*After a lengthy break-out session of committees, the following events and provisions were discussed and decided upon:

### **Fall Workshop**

- Sessions will be pre-recorded and available two weeks prior and one week following the conference
- Possible training videos on the following: Tutorial videos (SCPA, *Submittable*, A-S auditions, etc.), Essential Standards for Virtual Learning, Reading Sessions (done through JWPepper with Ebooks), and AVA Covid response plans. These will be pre-recorded.
- The Board discussed a list of “COVID19 Lesson Plans” to share with teachers.
- All-State music: Meg will create a video of her going through the music and discussing/showing district divides, parts, etc.
- For voting items, Google meet or comparable platform for a real-time voting. Meg and Hilen researched Google Meet and it can facilitate up to 250 people. Also, DCs can set up online meetings to disseminate information to the teachers in their district.
- There will be a General Meeting on Zoom on the 10<sup>th</sup> for voting, questions (sent through email) from the membership.

#### **FALL WORKSHOP VIDEO SESSIONS:**

- *Submittable* – once contract is signed, the company will provide an instruction video
- Essential Standards: Cameron and Amanda
- Virtual Lessons: Chris and Jim Schaeffer
- New Teacher Info: Hilen
- All-State Music: Meg
- General Meeting/Vote (in real-time): Randall

### **All-State “What-If”**

\*AVA will proceed with this event in two pathways:

1. Spring events resume normally—all will proceed as last year. The details of the schedule will be very similar to last year at the BJCC.
2. COVID19 guidelines still in place
  - All-State 2021 will be cancelled though students will be informed that they were selected
  - Medals and certificates will be sent to those members who were selected.
  - All-State 2022 will hopefully return to normalcy and will be a new event

## **Essential Standards**

After the committee met and the Board discussed, the following will be submitted to Greg Gumina and the ALSDE:

**After examining the State Standards for Traditional and Emerging Ensembles, we evaluated and noted the Essential/Non-negotiable Standards to be implemented should we enter into another shutdown or shortened instructional time.**

### **Creating:**

*Students can evaluate and refine draft compositions and improvisational skills based on knowledge and teacher-provided criteria.*

- Improvising melodies, variations, and accompaniments.
- Composing and arranging music within specified guidelines
- Reading and notating music.

### **Performing:**

*Students can use self-reflection and peer feedback to refine individual and ensemble performances of a varied repertoire of music.*

- Performing a varied repertoire of music.

### **Responding:**

*Students can identify and describe the effect of interest, experience, analysis, and context on the evaluation of music.*

- Listening to, analyzing, and describing music.
- Evaluating music and music performances.
- Understanding relationships between music, the other arts, and disciplines outside the arts.
- Understanding music in relation to history and culture.

## **Webmaster / Executive Secretary**

The Board discussed these positions and salaries in light of financial concerns and duties contained within each employee description. After reviewing the duties of Webmaster, the Board decided to update the job description that this person attend all Board meetings and be in charge of all social media for AVA events. The Board agreed that the position would be best held by an active member of the organization as they would have understanding of the social media needs, have first-hand knowledge of every event, and be in attendance at all AVA events. The Webmaster Job Description will be updated. The AVA will need to post the job and accept applications. Also, the Board decided to pay the current Webmaster through a transitional period for training if this position is changed to another person.

*→Meg Jones made the following motion:*

*The AVA will release our current Webmaster, update the Webmaster Job Description, and begin accepting applications for this position.*

*→Motion seconded by Kate Dupuis and approved by Board vote.*

**The Executive Secretary**

The Board decided that this position remain as-is through the next several months. At that time, the Board will reevaluate the financial state of the organization and make any changes necessary.

**Closing Items**

The Board was instructed to have the videos for Fall Workshop ready to be put on the AVA Website by September 1, 2020.

The Board will have a virtual meeting on Saturday, August 29 at 2:00pm.

Chris Brown made a motion to adjourn the meeting and Holly Luke seconded. Meeting was adjourned at 2:16pm.