

PROVINCIAL JUNIOR BAND BACKGROUNDER/POLICY

PARTNERSHIP PROGRAM BETWEEN THE SASKATCHEWAN MUSIC EDUCATORS ASSOCIATION AND THE SASKATCHEWAN BAND ASSOCIATION.

The objective of this program is to provide a quality band experience for grade 7 and 8 students.

OVERVIEW OF THE PROPOSED PROGRAM:

1. The SMEA and the SBA would each appoint two persons to represent them on the Planning Committee for the program. These persons will be responsible for overseeing all aspects of the program and would have the authority to speak and make decisions on behalf of their respective organizations.
2. The appointments to the Planning Committee should be done prior to the annual music conference, if possible. Recommended composition of the Planning Committee would include one person from the north and one from the south part of the province for each organization.
3. The program would alternate between Regina and Saskatoon on an annual basis. The first being held in Regina in the spring of 2004. The Planning Committee is responsible for defining the boundaries which set the program being representative of either the southern or northern area of the province.
4. The program would be a two day event - Friday and Saturday.
5. The target group for the program would be grade 7 and grade 8 band students, who are capable of playing at a 2 ½ grade level. Proposed maximum of participants was 60 students.
6. Participation in the program by recommendation only of band directors - suggested maximum of three students per director.
7. The program would be held in late April or early May of each year. (revised to March)
8. The University of Regina, Music Department and the University of Saskatchewan, Music Department would provide the facilities for the program at a minimal cost.
9. The Director of Bands at each respective university would either act as the program Conductor, or would recommend someone to do that to the Planning Committee. As well, the Director of Bands (Conductor) would recommend sectional leaders (students from the University) to the Planning Committee
10. Planning Committee would book a block of rooms for parents/guardians to stay with their children Friday evening. Costs to be paid for by the parents/guardians.
11. A cover letter and publicity brochures to be sent out to band directors who are members of both SMEA and SBA by each respective office at no cost to the program.
12. Registration and finances to be looked after by the SMEA, and publicity brochures programs and concert arrangements by SBA at no cost to the program for anything other than materials.
13. The program would start on Friday 10:00 a.m. The program would provide two luncheons to the participants - Friday and Saturday. Participants would be with their parents/guardians for Friday supper. A social get together would be planned for Friday evening at the respective university. A concert would be held Saturday afternoon, on campus, to which the public would be invited to attend. There would be an admission charge of \$5.
14. Music would be borrowed at no cost to the program and circulated to participants by the Planning Committee.
15. Participants would be charged a fee of \$50 which would include a t-shirt and CD.

Tentative Budget:

Expenses:	Printing	100
	Conductor	600
	Sectional Leaders	300 (10 x 1.5 hrs)
	Food and Refreshments	1,800
	T-shirts	900
	CDs	900
	<u>Honoria Planning Committee</u>	<u>500 (4 x \$125)</u>
		5,100

Income:

	Registration fees	3,000 (60 x \$50)
	<u>Concert Revenue</u>	<u>1,000 (200 x \$5)</u>
		4,000
	SMEA	550
	<u>SBA</u>	<u>550</u>
		5,100

* Any unforeseen expenses or income would be shared 50/50 between the partners.

Duties of the Planning Committee to include:

- To attend an organizational meeting at the SMC.
- Book facilities - on campus as well as block of hotel rooms for parents.
- Contract the Conductor.
- Arrangement for sectional leaders (by recommendation of Conductor).
- Acquire and distribute music to participants.
- To give the lists of participants to the general offices to publicize in their newsletters.
- Plan meals, snacks.
- Plan social evening on Friday evening
- Be present at program registration and ensure that at least two persons are available at all times to assist with supervision of the participants.
- Coordinate concert Saturday afternoon.
- Order and distribute t-shirts and CDs to participants.
- Provide an evaluation of the program as well as recommendations for any changes to the program to the SBA and SMEA Board of Directors.

Duties of Conductor to include:

- Recommend appropriate music to the Planning Committee.
- Assist with selection of sectional leaders.
- Prepare a program for the Concert, Saturday afternoon.

Duties of SMEA and SBA general offices to include:

- SBA to design cover letter and information brochures for distribution to SBA members making them also available to SMEA for distribution to SMEA members, at no cost to the program.
- SBA to coordinate the production of the concert program at no cost to the program.
- SMEA to design information forms for participant information and make that available to SBA at no cost to the program.
- SMEA to coordinate registration and finances at no cost to the program.
- SBA & SMEA to distribute program information to membership at no cost to the program and assist in any other way necessary.

Duties of the Parents/Guardians to include:

- Hotel room costs for the Friday evening.
 - Transportation of participants.
 - Provide Friday evening supper and Saturday morning breakfast to the participants.
 - Supervision of participants off site of the program.
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