

Adjudicator Meeting Agenda – Concert Festival

Held 30 minutes before the festival begins.

Distribute Adjudicator Envelopes

These should contain:

- All rubric forms arranged in scheduled order plus a few extra blank forms.
- A finalized site schedule.
- Blank paper and envelopes (for writing notes to teachers if necessary).
- Several sharpened pencils.
- Important details/reminders for the day and a map of the school.
- “WSMA Concert Festival Sight Reading Procedures” if any groups are sight reading. (A printable version is available online as well as in the Concert Festival Manager Software.)

Make General Announcements

- Meal (time, place, procedure, etc.)
- Where to check out at the end of the day.
- Payment method and timeline if not available at the festival.

Read these Reminders for Adjudicators:

- It is **not** appropriate to hold rubrics for events that were performed without completing them. Your rating should be based on the performance you hear as compared to an expected performance standard for the class and event.
- No consideration shall be given for the grade level or chronological age of the members of a performing group. Only the performance shall determine the rating.
- No consultation with others prior to the assigning of a rating.
- All concert groups must perform one selection from the current WSMA Festival Music list of the class entered, plus other music of the same class difficulty within the time allowed.
- No group should be penalized for a lack of instrumentation or size.
- Each director is required to present a score of all music to be performed to each adjudicator before the performance. Failure to do so will result in a critique only rating.
 - **Choral scores for adjudicators must be original printed music.**
 - There is no penalty for providing duplicated instrumental scores to an adjudicator in a concert event.
 - It is **not** the responsibility of the adjudicator to verify music being used by the performers or accompanist.
 - The use of legal electronically printed music is permissible. Legally purchased e-print music should have “This music was purchased by (name) through (music publisher/website) or similar printed on the top of each page or on a separate cover page. If the publisher provides no statement or cover page, the rules request that they attach a proof of purchase.
 - Music saved to an electronic device (such as an iPad) is not permissible for the adjudicator.
- Any violation of a WSMA Festival Rule will result in the performance receiving a critique only (no rating). A critique only event uses the assigned rubric. Write comments on the back as usual. Cross out the rubric on the front and write the rule infraction at the bottom. Do not circle any

numbers or descriptions on the front. Remember, no group will be prevented from performing for violation of a WSMA Festival Rule. Prior to the performance, inform the director of the rule violation to allow them to correct it, if possible. Directors also have the option of transferring to another festival, which will allow them more time to correct the infraction and the opportunity to perform for a rating.

- Events registered as comment only are evaluated on a comment only form. Written summary comments are expected in the space provided, as well as additional reinforcing comments on the back of the form.

For Choral Adjudicators:

- Choral Ensembles performing selections that indicate that the accompaniment is “For Rehearsal Only” (or words to that effect) must sing a cappella or the ensemble will receive a Critique Only. Class C and Class M are exempt from this rule.
- Choral selections may be transposed by as much as a minor third. There are no transposition restrictions in Class C or Class M choral events.

Clinic:

- Inform judges of clinic time assigned to each performance group
- It is expected that groups receive verbal feedback, and also be actively involved in the clinic session (such as singing, playing their instruments, working on diction, rhythmic exercises, etc...).
- Discuss which adjudicator(s) will clinic each group
 - Adjudicators should clinic groups in their “primary area”
 - At festivals with a hired clinician, WSMA-assigned adjudicators will only write comments on the provided rubrics.
- **Your role as a WSMA adjudicator is to support and enhance the efforts of the students and school director. All comments made, whether written or verbal should augment day-to-day efforts. Please remember to be positive and encouraging.**