

BAROQUE FESTIVAL

2024 District Chair Guidelines

1. Inform the teachers in your district that all the information is available on the OMTA website: <http://www.oregonmta.org>.
2. Reserve a location for the recitals with a good piano, and organ if needed. Have the piano tuned if necessary.
3. As soon as possible, engage an adjudicator. Remember that since all of the districts have their recitals at approximately the same time, adjudicators get booked early. Inform the adjudicator that payment is \$50-\$55 an hour and mileage is compensated *according to the current government standard*. **This figure is constantly in flux. You may contact the State Treasurer for the exact amount.** Email the adjudicator all the information regarding the recital.
4. District recital fee is determined by the district. Add \$4 per entry for Leggiero registration. Collect entries and fees. Teachers must make out one check for all of their entries, payable to OMTA. Send all of these checks to your District Treasurer, who will receive an invoice from Leggiero for the district registration fee.
5. Check the repertoire to make sure that it meets the requirements set in the Teacher Guidelines. If there are questions, contact the Baroque Festival State Chair. **Any instrument having 10 or more entries will be considered a separate division and will be adjudicated by an adjudicator that specializes in that instrument.**
6. Prepare programs for the recitals. Print at least three times the number of entries.
7. On the day of the recital, provide the following for the adjudicator:
 - A comfortable place to sit and write
 - Adjudicator Guidelines
 - Adjudicator Worksheets
 - Certificates ready for the adjudicator to sign
 - Official Winners sheet
 - Pens and pencils
 - Student Evaluation Forms
8. The adjudicator may select up to 30% of the students to advance to the State

Baroque Festival from each division of the competitive district festival. Additionally, the adjudicator may choose up to two alternates in each division and as many honorable mentions as desired.

9. After the recital, do not approach the adjudicator or allow any other participating teacher or student to do so while the adjudicator is selecting the winners. When the adjudicator has made a decision, either you or the adjudicator can announce the winners. Present each student with a certificate and announce the time and the place of the Final Event. **Make sure the Official Winners sheet is filled out and signed.** Give all the Student Evaluation Forms to the teachers.

10. Teachers should send the State Baroque Festival fee to:

Gayle Bland, NCTM
OMTA State Baroque Festival Chair
1520 W Brett Ct
Stayton, OR 97383
(503) 722-8787
glbpiano2@live.com

11. Please direct any questions or problems to Gayle Bland. If the selected students cannot participate in the State event and wish to receive medals, please mail \$10 to the above address.