

September, 2011

TO: Spokane Falls (SF) and Northeast (NE) Music Teachers

FROM: Heather Brown & Linda Honn
SFNEMEA Elementary Honor Chorus co-chairs

RE: Student application status

Spokane Falls/Northeast Music Educators Association is proud to host our 5th Annual Elementary Honor Choir. The festival will take place on Saturday, November 19, 2011 at Eastern Washington University's Showalter Hall in Cheney, Washington.

A maximum of 225 students, currently in the 4th, 5th or 6th grades will be selected from schools in Eastern Washington. Students selected for the chorus will receive their music and a rehearsal CD in advance and will be expected to learn their parts and memorize the words prior to the concert/rehearsal.

Students are to be chosen by you, the teacher. There will be no audition by us, we just ask you to choose up to 15 students from your school that you would recommend. Please choose students that are responsible and will not disrupt the rehearsals. We have had an escalating problem with this in the last few years. Students will be accepted on a first come, first served basis. Checks must be sent with your applications and made out to EWMEA. **Applications MUST be postmarked by October 7, 2011.**

The cost is 35.00 per student and includes a t-shirt, music, rehearsal CD, snacks, lunch and a fun-filled day with an amazing clinician. Our guest conductor will be Judy Hafso, Music Director for the Lower School at St. George's School in Spokane. The day will begin with registration at 8:30 am and rehearsal starting at 9:00 am. A concert will be performed by the students at 4:00 pm in the Showalter Hall auditorium at Eastern Washington University in Cheney. Admission to this concert will be free of charge. We are able to offer a copy of the music to you, the teacher, at our discounted cost.

We **NEED** to have the teachers who have students involved attending the rehearsals. You will be helping with discipline (which has become a huge problem in recent years) and assisting the students on their vocal parts. Clock hours are available for the time you spend with the choir. We simply cannot have over 200 kids with just a few adult supervisors. It is really important that you attend or make prior arrangements with me for supervision.

Please give each one of your students who are chosen by you, the attached letter and a registration form. Have each student complete the registration form entirely, and then return it to you. It is important to check spelling of names and to make sure they are written clearly, as each child's name will be printed in the concert program.

Included with this material is a parent letter and registration form to pass on to whoever is responsible for payment. YOU are responsible to procure payment and send in all registration forms along with the **check(s)**. **EWMEA DOES NOT ACCEPT PURCHASE ORDERS!**

We have also had problems with checks returned from the bank for non-sufficient funds. Students affected by this will be unable to participate on the day of the event.

If you have a student cancel, you may fill the position with another student from your school. Contact me immediately with the information so I can send out another registration form. There will be no reimbursements for students that have registered and who do not attend.

Payment and all registrations must be postmarked by October 7, 2011. If payment is not been received, your student(s) will not be able to take part. Music packets will be sent as soon as we receive your registrations and payment.

We are also asking that you seriously consider becoming a member of EWMEA. The cost is only \$25.00. Membership is not required for your students to attend, but we would like elementary teachers to show their support for our local music teacher's association. You will find a membership form included with this packet.

If you have any questions, please feel free to call me at 228-4493 or e-mail me at hbrown@cvsd.org.

CHECKLIST

- Distribute information sheet and registration form to each participant.
- Give a copy of the payment instructions to whomever is responsible for payment. (parents, PTA, school, etc) Secure check to cover all participants (fee can be combined in one check or can be individual checks.)
- Collect all forms and verify all information for accuracy and completeness. Please be sure your school NAME, address and phone are correct and that **YOUR** home phone is listed in case we need to reach you to clarify anything. Be sure that the ORIGINAL COPY of the registration form is returned. Make photocopies for your own records. Package all registration forms and check(s) for deadline postmark date of October 7, 2011. Send to:

Heather Brown, 10105 E Cimarron Road, Spokane Valley, Washington, 99206

- Distribute music and rehearsal cd's to participants when you receive them. Please ensure that each student learns all parts and is fully prepared to participate on November 19.

Again, congratulations on having your students selected. Please contact Heather at 228-4493 or hbrown@cvsd.org, if you have any questions.

SFNEMEA Elementary Honor Choir 2011

Teacher Application Form

Teacher Information

Name: _____

School: _____

School address: _____

School city/state/ zip: _____

School District Name: _____

Music Teacher's School Phone Number: (____) _____

Music Teacher's Home Phone Number: (____) _____

E-mail Address: _____

Student Information

Name	Grade	Singing Part	
1. _____	4 5 6	S	A
2. _____	4 5 6	S	A
3. _____	4 5 6	S	A
4. _____	4 5 6	S	A
5. _____	4 5 6	S	A
6. _____	4 5 6	S	A
7. _____	4 5 6	S	A
8. _____	4 5 6	S	A
9. _____	4 5 6	S	A
10. _____	4 5 6	S	A
11. _____	4 5 6	S	A

- | | | | |
|-----------|-------|---|---|
| 12. _____ | 4 5 6 | S | A |
| 13. _____ | 4 5 6 | S | A |
| 14. _____ | 4 5 6 | S | A |
| 15. _____ | 4 5 6 | S | A |

Music Teacher Signature/date

Principal Signature/date

Please send your application to:

Heather Brown

**10105 E Cimarron Road
Spokane Valley, WA 99206**