

*Idaho Music Educators Association*  
**2018 All-State Honor Groups**  
**University of Idaho Moscow, Idaho**  
**February 1-3, 2018**

**Director's Information Letter**

**Please read these instructions carefully and follow the checklist to ensure that your students are properly registered for All-State. Failure to do so can prevent your student's participation in the All-State Groups.**

- **A) Distribute** Registration Forms, Medical Forms, Student Contracts, and Parent Information Sheets to all students selected for the Honor Groups. **Please print all forms on a single side, not double sided , and do NOT staple them together.**
- **B) NEW-**If you have students who live in the Moscow area, OR have a relative that they can stay with instead of the All State Housing, please distribute to them the IMEA Housing Waiver Form and make sure that the signatures from Director, Principal and Parent are complete.
- **C) Distribute** the Chaperone Information Form to interested parents that you know would do a good job of chaperoning the honor groups. **Do not give the form to every student, just to those whom you trust to do a great job.** Directors can also be chaperones with limited duties. Couples are needed to accommodate housing numbers.
- **D) Collect** all Registration/Housing forms, Medical Forms, and Student Contracts & fees from the students. **Fees for 2018 are \$265.00 per student. \$195 if staying with relatives or home.**
- **E)** Using the information on the Registration forms, complete the Housing Worksheet. DO NOT mail this form to IMEA.
- **F) Login** to the All-State Registration page and register your students using the information from the Registration Form and Housing Worksheet. **DO NOT mail these forms to IMEA!** Don't confuse the Housing Worksheet with the Housing Waiver Form. **IF YOU HAVE ANY STUDENTS NOT NEEDING HOUSING, MAIL THE WAIVER FORMS.**
- **G) Pay** registration fees. After all students have been registered online, click the "Pay Registration Fees" button on the registration page. Select your school and then all of the students for whom you are paying the fees for. Print the Fee Statement Page. Both the director and the school principal must sign the Fee Statement. Students will not be registered until this form is signed. Have your **SCHOOL ISSUE ONE CHECK** made out to **ALL-STATE/IMEA** for the total of all fees due. NOTE: If you have more than one director at your school, have all the directors print their fee statements and then have one check issued for the total of all the fee statements. (include all band, orchestra, choir and jazz choir fees from each school in one check). Include the check with the Fee Statement
- **H) Copy** all forms for your records. You will keep the original Registration/Housing forms.
- **I) Send** all Medical Forms, Students Contracts, Fee Statements and Housing Waiver Forms to: (do NOT staple together)

All-State/IMEA  
c/o Karen Goodrich Randolph  
1412 Clearwater Way  
Twin Falls, ID 83301

- **DO NOT SEND PERSONAL CHECKS!**
- **DO NOT SEND A SCHOOL PURCHASE ORDER! IMEA will notbill.**
- **DO NOT SEND A CHECK WITHOUT A FEE STATEMENT!**

- **MAKE SURE YOUR STUDENT FORMS ARE COMPLETE BEFORE MAILING!**
- **NOTE THAT CHECKS NEED TO BE MADE OUT TO ALL-STATE/IMEA.**
- The **POSTMARK DEADLINE** for fees and forms is **Friday, December 8**. Any forms or fees postmarked after that date will be assessed a \$25 per person late fee. If mailing forms and fees after that date, please include the late fee.
- IMEA has purchased original copies of the music. Scanned pdf's of band and orchestra music will be emailed to the directors around December 15. Choir directors will be mailed original copies and should begin arriving December 15. Please keep an eye out for the email and make copies for the students to rehearse with. Originals will be given to the students when they check in on January 31.
- **Plan** to arrive at hotels on Wednesday, January 31 between 4:00 and 6:30 pm for registration and room assignments.

### **REFUND POLICY**

Refunds of All-State Registration Fees will be paid on the following schedule if the student cannot be replaced:

During December, after registration fees have been paid, \$150.00.

After January 1<sup>st</sup>, \$90.00.

No refunds after January 29.

### **ALL-STATE HONOR GROUP'S CHAIRS**

#### **Honor Groups Chair**

Kathy Stefani  
McDonald Elementary School  
2323 E. "D" St.  
Moscow, ID 83843  
[stefanik@msd281.org](mailto:stefanik@msd281.org)

#### **Orchestra Chair**

Jim Phillips  
Coeur D'Alene High School  
5530 N 4<sup>th</sup> St.  
Coeur d'Alene, ID 83815  
[jphillips@cdaschools.org](mailto:jphillips@cdaschools.org)

#### **Band Chair**

Aaron Marshall  
Marsh Valley High School  
12655 S Old Highway 91  
Armo, ID 83214  
[amarshall@mvsd21.org](mailto:amarshall@mvsd21.org)

#### **Jazz Choir**

Corrina Steinbach  
Vallivue High School  
1407 Homedale Rd  
Caldwell, ID 83607  
[corrina.steinbach@vallivue.org](mailto:corrina.steinbach@vallivue.org)

#### **Mixed Choir Chair**

Bob Wicks  
McGhee Elementary School  
636 Warner Ave  
Lewiston, ID 83501  
[Rwicks@lewistonschools.net](mailto:Rwicks@lewistonschools.net)

#### **All-State Manager**

Ron Curtis  
Ridgevue High School  
18800 Madison Rd  
Nampa, ID 83687  
[ron.curtis@vallivue.org](mailto:ron.curtis@vallivue.org)

#### **Treble Choir Chair**

Lindsay Lowe  
Centennial High School  
12400 W McMillan Rd  
Boise, ID 83713  
[Lowe.lindsay@westada.org](mailto:Lowe.lindsay@westada.org)

## **ACCOMODATIONS FOR ALL-STATE HONOR GROUPS**

### **All-State Band/Treble C**

Best Western Plus  
University Inn  
1516 Pullman Road  
Moscow, ID 83843  
208-882-0550

### **All-State Mixed Choir**

Holiday Inn Express & Suites  
1190 S. E. Bishop Blvd.  
Pullman, WA 99163  
509-334-4437

### **All-State Orchestra**

La Quinta 185  
Warbonnett Dr  
Moscow, ID 83843  
208-882-5365

### **All-State Treble (split)**

Fairfield Inn & Suites  
1000 West Pullman Rd.  
Moscow, ID 83843  
208-882-4600

### **All-State Jazz Choir**

Fairfield Inn & Suites  
1000 West Pullman Rd.  
Moscow, ID 83843  
208-882-4600

## **ALL-STATE CONDUCTORS**

All-State Band – Dr. James Bankhead from Logan, Utah  
All-State Mixed Choir – Dr. Sarah Graham from LCSC  
All State Treble Choir—Desiree LaVertu from California  
All-State Orchestra – Dr. Steven Admundson St. Olaf College  
All-State Jazz Choir – Kirk Marcy Edmonds Community College

## **ALL-STATE TIMELINE**

May 1, 2017	All-State Audition Information posted
October 1, 2017	Audition Deadline
November 3, 2017	Notification of accepted students posted on website
December 8, 2017	Registration and Payments Due
December 11, 2017	Music Emailed/Mailed
January 31, 2018	Check-in/Sectionals/Part Checks
February 1-3, 2018	All-State Rehearsals & Performances

**For information and Updates visit the IMEA website at: [idahomusiced.org](http://idahomusiced.org)**

***Idaho Music Educators Association***  
**2018 All-State Honor Groups**  
**Mosco - February 1-3, 2018**  
**Registration Form**

**\*\* DO NOT MAIL THIS FORM TO IMEA. IT IS FOR REGISTRATION PURPOSES ONLY \*\***  
**RETURN IT TO YOUR DIRECTOR SO THEY MAY REGISTER YOU ONLINE**

Registration fees will be \$265.00 per student to cover All-State expenses and housing. IMEA housing will provide chaperones to monitor students and assure that behavior complies with the student contract. Students attending All-State represent their school and community as well as themselves. Those exhibiting inappropriate behavior will be removed from the group and sent home at their own expense with no refund of fees paid.

**All-State Fees**

\_\_\_\_\_ Registration Fee \$265      \_\_\_\_\_ Registration with Housing Waiver Fee \$195

Name of Student as it should appear on the program:

\_\_\_\_\_

There have been additional meal choices added. Please circle one:

Regular      Vegetarian      Gluten Free      Other Food

Allergies \_\_\_\_\_

Roommate Preferences: (Directors will use this information to make room assignments)

Please only list those **in the same honor group** and gender. Consideration will be given to these preferences, but they are not guaranteed.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Name of Director or Chaperone checking you in on January 31.

Name \_\_\_\_\_ Cell # \_\_\_\_\_

**\*\*\*All forms and fees not postmarked for payment by December 8, will be assessed a \$25 per person late fee.** If you are unable to pay the fees by this date, please email Karen Goodrich Randolph at [goodrichka@q.com](mailto:goodrichka@q.com) letting her know that your fees will be late and to hold the spots open. **You will still need to pay the late fee.** If payment is not sent by December 15, 2017, the students will be removed and alternates notified.

# 2018 Idaho All-State Emergency Medical Treatment Form

Name of Student \_\_\_\_\_

All-State Honor Group (circle one):    A.S. Band    A.S. Mixed Choir    A.S. Treble Choir  
  A.S. Orchestra    A.S. Jazz Choir

Person to Contact in Emergency \_\_\_\_\_

Home Phone \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Name of Your School \_\_\_\_\_ City \_\_\_\_\_

Family Physician \_\_\_\_\_ Phone Number \_\_\_\_\_

Insurance Co. \_\_\_\_\_ Policy Holder \_\_\_\_\_

Group No. \_\_\_\_\_ Enrollee ID No. \_\_\_\_\_

If Student Is On Medication, Please List \_\_\_\_\_

\_\_\_\_\_

Date of last tetanus shot \_\_\_\_\_

Allergies \_\_\_\_\_

Acute or Chronic Medical Conditions: \_\_\_\_\_

\_\_\_\_\_

Additional Pertinent Medical Information or Current Health Concerns

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I give permission for the IMEA staff to obtain medical treatment necessary for the health and well-being of my child to the above named physician or the physician on call.

Parent or Guardian \_\_\_\_\_ Date \_\_\_\_\_

***Idaho Music Educators Association***  
**2018 All-State Honor Group**  
**STUDENT CONTRACT**

Student Name (please print legibly) \_\_\_\_\_

All-State Honor Group: (Circle One )   A.S. Band   A.S. Mixed Choir   A.S. Treble Choir   A.S. Orchestra   A.S. Jazz Choir

All-State Voice Part/Instrument \_\_\_\_\_ School you attend: \_\_\_\_\_

The following is a list of expectations for the participants in All-State Honor Groups. Please read carefully, sign, and return.

- Students are expected to have all music prepared prior to arriving at All-State.
- All students need to have a pencil for marking music.
- Students are expected to be on time and attend all rehearsals, activities and the final concert. Promptness is essential.
- Students in school music groups that are performing at the conference will be excused for those performances. Arrangements must be made with the Group Manager.
- Students are expected to cooperate fully with chaperones, counselors, and all conference officials.
- Students and Parents grant rights for photographs taken in the official capacity of the event to be used for promotional purposes. (IMEA journal and website)
- Possession of or use of alcohol or illegal drugs is absolutely prohibited. Any violation of this rule will result in immediate dismissal from the All-State Honor Groups and the proper legal authorities will be contacted.
- Sexual harassment of any kind will not be tolerated and will result in immediate dismissal from the All-State Honor Groups.
- Student room assignments have been prearranged and cannot be changed. Students must stay in the room to which they are assigned.
- Hotel room telephones will not be available for outgoing calls.
- Students and/or parents will assume full financial responsibility for damage to any hotel property or equipment.
- Damage to any rooms will be assessed equally to those students assigned to those rooms.
- Students must be in their assigned rooms at the designated curfew and remain in that room until wake-up call.
- Students will not be allowed in hotel rooms of students of the opposite sex at any time for any reason.
- For students' safety and hotel security, all students must wear proper identification badges at all times.
- Students are expected to notify the Group Manager immediately if it is necessary to withdraw from the Honor Group.
- **ANY STUDENTS WHO LEAVE FOR SPORTS PRACTICES/GAMES OR DR.'S APPOINTMENTS WILL BE REMOVED FROM THE HONOR GROUPS. THIS WEEKEND IS DEDICATED TO THE BEST EXPERIENCE FOR ALL AND NEEDS TO BE RESERVED FOR MUSIC REHEARSALS AND ACTIVITIES. PLEASE SCHEDULE DR.'S APPOINTMENTS AWAY FROM THESE DATES.**
- **STUDENTS NOT STAYING IN ALL STATE HOUSING WILL BE REMOVED FROM THE EVENT IF THEY ARE LATE TO THE BUS IN THE MORNING AND/OR LEAVE BEFORE DROPPED OFF AT THE ARRANGED MEETING PLACE AT THE END OF THE DAY.**

By signing this contract you indicate that you understand and agree to the above listed expectations and that membership in the All-State Honor Groups is a privilege that may be forfeited if any of these expectations are not met. All IHSAA (Idaho High School Activities Association) rules and guidelines are applicable. Parents/guardians and school officials will be immediately notified if any violations of this contract occur and if deemed necessary by the Group Manager. Parents/guardians will be expected to provide immediate transportation home. No refund of fees paid will be given.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

**School officials support the participation of this student and certify that she/he meets all IHSAA eligibility and participation policies.**

Music Teacher Signature: \_\_\_\_\_ Date \_\_\_\_\_

School Principal Signature \_\_\_\_\_ Date \_\_\_\_\_

## 2018 IMEA All-State Parent Information Sheet

Dear Parent/Guardian of an All-State Music Student,

Thank you for allowing your son/daughter to participate in the 2018 All-State Honor Group experience! We know this will be a highlight in their high school music career. Please read through this letter for important information and answers to questions you may have.

- The Band and Orchestra Gala Concert will be Saturday, February 3<sup>rd</sup> at 1 p.m. in the International Ballroom in the Pitman Center on the University of Idaho Campus, 709 Deakin Avenue, Moscow, Idaho. The Mixed, Treble and Jazz Choir Gala Concert will be at 3:00 pm in the International Ballroom. Tickets will be available at the door for \$8.00-Adults/\$6.00-Students and children.
- Students will wear their regular concert attire they perform in at their local high school concerts. Formal attire is appropriate.
- Once students check in for the All-State event, they have a set schedule that they will follow. They will be involved in rehearsals, performances and activities that start at 7:00am and end back at the hotel around 10:30pm.
- Students who are not staying in All State housing will be expected to arrive at the arranged pick up/drop off point each morning and evening. If the student is not at the arranged spot on time and the bus has left, they will be dropped from the event. NO EXCEPTIONS.
- If students leave the hotel or rehearsal site on their own, the director will be notified as well as the parent/guardian. Curfews, room checks and rehearsals will be strictly enforced to ensure students are safe and compliant with all rules. Once all parties are notified, disciplinary action will be determined. Please talk to your son/daughter about your expectations so that students are not tempted to make poor choices.
- Once the Gala Concert is over, the students will be released to their director, parent or chaperone until they arrive home.
- It is recommended that students bring snacks to have on hand in case they get hungry after meal times. Students will not be allowed to leave the hotel to get food under any circumstances. They will be fed well at meal times.
- Students will need money for meals before and after the All-State event and for snacks at the activity night on Friday evening.
- Recordings of the IMEA All-State Gala Concerts will be available through SoundWaves Recording. Forms will be emailed with the music and will also be available at the concert. Recordings of the concerts will not be made available through IMEA. Please do not return these forms to IMEA.
- Professional Photographs of each group will be available through Musical Memories Photography. Forms will be emailed with the music and will also be available at the concert. Please do not return these forms to IMEA.

### STUDENTS:

Friday night's activity night will be on the campus of U of I. Students will have the choice of Swing Dancing (lessons included), a movie, or study/quiet room. Students will not be allowed to stay at the hotel.

### Announcements:

To receive announcements and other pertinent information from the group's Chair, please text 81010 and enter your respective code as the message:

@imeaband @imeaorch @imeamchoir @imeatchoir or @imeajazzchoir

If your student does not have a phone, you might consider borrowing one for this event so that they are not left out of important notifications, should schedules need to be modified, meeting places adjusted, etc.

### IMEA Website:

[www.idahomusiced.org](http://www.idahomusiced.org) –Please check the website often for updates on concert hours and other important information!

Please talk with your son/daughter's director if you have more questions. They will know how to get hold of someone who can answer your questions.

Thank you,

IMEA All State Leadership

***Idaho Music Educators Association***  
**2018 All-State Honor Group**

**Chaperone Application Information**  
**Moscow, February 1-3, 2018**

**IMEA needs parents and directors to be Chaperones!** Your hotel room and meals are paid for by IMEA. Your responsibility is to monitor students when they are at the hotel, assist in supervision at some of the rehearsals and at the Host Night Concert and supervise students during the Fun Night and Gala Concert. Directors who wish to chaperone will be given time to attend conference sessions. If you wish to apply to be a chaperone, fill out and submit the online form at [www.idahomusiced.org](http://www.idahomusiced.org). The form can also be accessed at <http://goo.gl/forms/I67AQqZrqN>.

**The deadline is December 8.** You will be notified by January 12, 2018 whether you have been selected, or not. Preference will be given to chaperones and directors who are traveling long distances. We are in need of some couples this year to accommodate limited housing options (i.e. rooms with only 1 King bed).

Chaperones are agents of the Idaho Music Educators Association and are expected to serve in the following capacity:

- Attend the chaperone meeting on Wednesday, January 31, 2018 @ 6:00 P.M.
- Be in the hotel each night no later than 10:15 P.M.
- Check assigned student rooms beginning @ 10:30 P.M.
- Report any students who are absent to the appropriate head chaperone.
- Help students get to breakfast and to be on time for the buses.
- Be available during the honor group rehearsals (primarily parents.)
- Help supervise students at the Host Night Concert.
- Help supervise students at the Activity Night.
- Help with supervision of students during the dress rehearsals.
- Supervise students during the Gala Concerts.
- Report problems of any kind to the appropriate honor group chair.

If you have any questions contact Ron Curtis, [ron.curtis@vallivue.org](mailto:ron.curtis@vallivue.org)

***Idaho Music Educators Association***  
**2018 All-State Honor Groups**  
**Student Housing Worksheet**

1. Complete one form for each All-State Group you have students in.
2. List all male students and all female students under the appropriate section.
3. Assign each student to a room in groups of four using the same room number. For example, all students in the first room should be assigned Room #1; all students in the second room should be assigned Room #2. If you have any students that are opting out of IMEA housing, indicate it in the rooming column. If you have rooms that are only partially filled, they will be filled with students from other schools.
4. Indicate if there are any students with special need or situations that IMEA should be aware of. You may also request two or three students to a room for an additional cost, if any additional rooms are available.

**DO NOT SEND THIS FORM TO IMEA. USE IT TO COMPLETE THE ROOMING PART OF THE ONLINE REGISTRATION FORM.**

**All-State Group:** \_\_\_\_\_

**Male Students:**

Name:	Room Assignment	Special Needs
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Female Students:**

Name:	Room Assignment	Special Needs
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____